

# **Board of Directors Meeting CCC #976**



**Tuesday August 28th 2017**

**6:00pm**

**Board of Directors Meeting OCSCC 976  
August 28th 2018  
6:00pm**

**Agenda**

- 1. Welcome and Announcement of Quorum**
- 2. Approval of Minutes of the Board of Directors' Meeting of July 17th, 2018.**
- 3. Directors' and Managers' Reports**
  - President's Report
  - Manager's Report - Please see report
  - Treasurer's Report
- 4. Items Arising from minutes of last meeting**
  - B Block Hydro B
  - AGM update and new date to be confirmed.
  - HVAC Contract
  - Building Walkthrough
  - Green bin initiative
- 5. Decisions for Board Resolution**
  - Ratification of the 6 month extension of Capital Integral Management contract.
  - Ratification of digitisation of corporate documents.
  - Ratification of work associated with unit investigation for leak in unit 301.
  - Board decision to move ahead with the transducer and wiring harness for the chiller. 3 week lead time.
- 6. Other Business**
  - Tarion and Pool update
- 7. Status Certificate Review**
- 8. Notice of Next Meeting and Adjournment**

**Ottawa-Carleton Standard Condominium Corporation No. 976**

**July 17th, 2018 6:00pm**

**In attendance:**

John Adams, Elena Harding, Doug Bowman and CIPM Michael Barnett  
Ed McKenna - Teleconference.

Regrets - Kyle Gray

**1. Welcome and announcement of quorum**

Call to order 6:09pm

**Approval of Minutes from previous board meeting May 10th, 2018.**

Motioned -Doug

Seconded - Elena

Motion Carried

**2. Director, Treasurer & Managers reports.**

**President's Report**

- Bluesfest was very good this year. The facebook group had received a number of complaints however it was the best year yet for the corporation. Michael mentioned that they received numerous complaints also as well as phone calls concerning the street closures but again there were no major incidents. John spoke with Shawn from Claridge and in principle, Claridge have agreed to work with the board. The board would like to see the engineering report concerning the pool which was not provided and John is following up. The board would like the report supplied by EXP and Ed will set up the next Tarion meeting. Michael supplied the EXP report to date for the railings, Hydro Block B to the board.

**Treasurer's Report**

- Elena stated that we are trending below budget. The board would like to have a special project for landscaping done by residents - **Action item Doug**, to pool for interested people. **Action item Elena** - reforecast until the end of the year so the board has a clearer picture of where they will end financially.

### **Management Report:**

- Presented to the board.

### **3. Items arising from last board meeting.**

- HVAC - **Action Item Michael** - to supply Doug with updated Optimum offer for the corporation. The board would like to receive monthly statements moving forward from Optimum also so the various service calls can be monitored.
- Hydro Block B - New report only talks vaguely about the conversation and indicates this is a much larger project to add block B to existing systems. **Action Item Doug** - to follow up on the most recent email from Merna concerning this.
- Living Wall - No response from Claridge yet.
- Green bin pilot process is underway and we are awaiting the delivery of the bins. Concierge hours will be changed on collection day (Thursday) in order to move the bins to the curb. Residents will be responsible for the cleaning of the bins, however the concierge will monitor for when the bins are half full and replace them with bins kept in the AC compactor room.

### **4. Decisions for Board Resolution**

- CIPM 6 Months extension with renewal clause of contract for May 1st, 2018. Signed contract given to CIPM.
- Nutri Lawn Irrigation opening ratification. This is the first year the corporation has had to pay the opening due to warranty work being completed by Claridge.  
Motioned - John  
Second - Elena  
Carried.

### **5. Other business**

- Annual General Meeting is to be polled for board members for dates in September.
- Building walkthrough has yet to be scheduled with the board.
- Doug mentioned there have been complaints about access to smartbuildings. He says that people have not been receiving notifications and are unable to login into the site.

Michael asked if these were reported to Lisa who handles these issues for CIPM but this could not be verified. **Action Item Michael**, to investigate and respond to the residents having issues.

**6. Status certificate review**

- **No changes required.**

**7. Notice of next meeting and adjournment.**

- August 28th 2018 - 6pm

**Board of Directors Meeting**  
**Management Report- August 28th, 2018**  
**OCSCC 976**

**Management Report:**

- Super tracking work is going well. The super Michel, is based primarily at your site which assists with jobs being completed in good time.
- Green Bins - We have the unit bins now and the larger bins and should be ready to launch this next week. We are creating a sign out sheet for residents who will receive the bins with literature and placing a notice on each bin regarding materials. We will notify the volunteer who agreed to clean them and I will coordinate the bins being brought out to the curbs on Thursday.
- B - Block Hydro issue, new report was shared with the board and we are awaiting direction.
- Cleaning for the site has been ok. There have been a couple of challenges with attention to detail, but for the most part, Spot is going a good job.
- HVAC - There was a significant breakdown in the building while I was away which involved a transducer which had failed. I have sent the quote to the board for approval for the replacement.
- Landscaping repairs are ready to move ahead and if we want to move ahead with these, then it will have to be in the coming weeks. Irrigation system has been corrected and it was noted that there are a number of zones which supply 250 Lett. Once Nutri Lawn provide me with the approximate usage, we will have to look at some form of shared agreement for costs associated with maintenance as well as water usage. The irrigation has tripped due to a heat trace cable which had failed as an exhaust fan, heat trace and irrigation were all running off the same GFI causing it to overload. This issue has been resolved however we still believe there is a short in the heating cable which Dayview are tracing and will supply a report. The quote for relocation of certain sprinkler heads is in and I have sent this to the board for approval.
- We had a few complaints come in regarding missing caulking which have been addressed by the super.
- Exhaust Fan in P1 quote is expected by the board meeting and I have a verbal estimate of approx 4K for the replacement.
- Ramp clips are installed as well as rubber guards which were provided by Doug for the catch basins. There have been no complaints since and they seem to be working well.
- HVAC contract - Optimum have supplied to answers to the questions posed by the board and I am awaiting the go ahead to firm it up with them.
- CSST Meeting has been set up and notices sent to residents. This is off condo property but will impact access through certain areas. This is following the information which was previously shared with the board.

- Locker break ins is being addressed currently. The thieves were captured on camera and the footage as well as locks given to police. The front doors are secured however we are installing additional astragals to stop access to the strikes of the doors. The locker rooms will be secured with coded entry locks and I am awaiting the quotes as well as the option for high security locks with restricted keys. We do recommend using the coded locks as from experience, they are easier to manage and allow for costs to be reduced during audits. Locker 80 was damaged, and I am awaiting a quote currently and the owner has been advised. It is temporarily secured in the mid term. Notices have been sent to residents.
- Garage door was reported to have been locked open on August 22nd. We called in Pivottech right away and it was found to be closed.

Snow removal	<a href="#">Brown and Associates</a>	May 1 2017	April 30th 2019
Landscaping	<a href="#">Brown and Associates</a>	May 1 2017	April 30th 2019
HVAC - Generator	<a href="#">Optimum</a>	Jun 1 2016	May 31st 2018 - Month to month
Elevator	<a href="#">Thyssen</a>	Dec 9 2014	Dec 2019
Gym	<a href="#">Dans bodybuilding</a>	May 1 2016	Apr 30 2017 - Month to month
Pool	<a href="#">A. Bruce Benson Limited</a>	Dec 1 2016	Dec 1 2018
Management Contract	<a href="#">Capital Concierge</a>	April 15 2016	April 30 2018
Cleaning	<a href="#">Spot Cleaning</a>	July 1 2016	Ongoing - Month to Month
Superintendent	<a href="#">9495100 Capital</a>	June 1 2016	5/31/2017 - Month to Month
Fire System	<a href="#">Pyron</a>	April 28 2016	Apr 2017- Ongoing
Concierge	9495100 (Capital)	June 20th 2016	May 31 2017 - ongoing

# **MONTHLY FINANCIAL REPORT**

## *OCSCC 976*

### *July 2018*



# OCSCC 976 Monthly Financials

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**OCSCC No. 976**  
**Financial Operating Summary July 2018**

**Revenue**

Currently OCSCC No.976 has an invoiced 100% of budgeted revenue.

**Expenses**

Utilities are trending under budget currently. Telecom is higher but the new charges are in place and we are seeing savings month to month.

Contracts are trending on budget currently. Pool expenses are going to drop this category with the closure as well as concierge costs. Security for Bluesfest was not a budgeted item which should be considered in next years budget.

Expenses are trending over budget currently.

Maintenance of HVAC is above budget due to past repairs and work required on the building. We will continue to try and control the HVAC spending but most are essential systems.

Fitness equipment is over budget due to the purchase of the rowing machine for the gym.

We are trending under budget for administrative and professional fees category.

**Conclusion**

Overall currently the condo is currently under budget but still running a high deficit. There will be some reprieve once settlement occurs from Claridge. The pool closure and concierge restricted hours will make up ground for recovery on the deficit. We need to monitor spending closely until the deficit is addressed.

# OCSCC 976 c/o Capital Concierge

BUDGET VS. ACTUALS: 2017/18 - FY18 P&L

July 2018

	TOTAL			
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
Income				
4000 Income				
4001 Monthly Condo Fees	66,946.75	66,994.00	-47.25	99.93 %
4036 Party Room Rental	96.00		96.00	
<b>Total 4000 Income</b>	<b>67,042.75</b>	<b>66,994.00</b>	<b>48.75</b>	<b>100.07 %</b>
<b>Total Income</b>	<b>\$67,042.75</b>	<b>\$66,994.00</b>	<b>\$48.75</b>	<b>100.07 %</b>
Cost of Goods Sold				
4500 Contribution to reserve fund	17,250.00	17,250.00	0.00	100.00 %
<b>Total Cost of Goods Sold</b>	<b>\$17,250.00</b>	<b>\$17,250.00</b>	<b>\$0.00</b>	<b>100.00 %</b>
<b>GROSS PROFIT</b>	<b>\$49,792.75</b>	<b>\$49,744.00</b>	<b>\$48.75</b>	<b>100.10 %</b>
Expenses				
5000 Utilities				
5010 Gas	-6,876.19	2,000.00	-8,876.19	-343.81 %
5020 Hydro	15,110.10	15,000.00	110.10	100.73 %
5030 Utilities Water & Sewer	4,593.05	3,334.00	1,259.05	137.76 %
5040 Media/Telecommunication	487.14	666.00	-178.86	73.14 %
<b>Total 5000 Utilities</b>	<b>13,314.10</b>	<b>21,000.00</b>	<b>-7,685.90</b>	<b>63.40 %</b>
5400 Contracts				
5410 General Cleaning	2,687.14	2,861.00	-173.86	93.92 %
5411 Superintendent	2,095.02	2,095.00	0.02	100.00 %
5415 Waste management		96.00	-96.00	
5430 Fire Protection	3,333.50	668.00	2,665.50	499.03 %
5435 Concierge/ Private Security	4,672.08	4,411.00	261.08	105.92 %
5440 Mechanical Maintenance/HVAC	1,459.58	0.00	1,459.58	
5455 Elevator Maintenance	1,678.83	1,679.00	-0.17	99.99 %
5460 Fitness Equipment	104.72	211.00	-106.28	49.63 %
5465 Landscaping	3,379.28	3,434.00	-54.72	98.41 %
5470 Snow Removal		0.00	0.00	
5475 Pest Control	497.20		497.20	
5480 Pool Maintenance		534.00	-534.00	
5495 Fire Monitoring	151.42		151.42	
<b>Total 5400 Contracts</b>	<b>20,058.77</b>	<b>15,989.00</b>	<b>4,069.77</b>	<b>125.45 %</b>
5500 General Repairs & Maintenance				
5501 Reimbursable Expense	2,580.05		2,580.05	
5502 Building Supplies and Equipment	1,665.71	416.00	1,249.71	400.41 %
5503 General Repairs & Maint	4,668.28	1,666.00	3,002.28	280.21 %
5518 Window Cleaning	0.00	0.00	0.00	
5520 HVAC Repairs & Maintenance	1,374.65	1,250.00	124.65	109.97 %
5530 Garage Cleaning	0.00	0.00	0.00	
5550 General Elevator Repairs	881.40	416.00	465.40	211.88 %
5565 Landscape Improvements		0.00	0.00	
<b>Total 5500 General Repairs &amp; Maintenance</b>	<b>11,170.09</b>	<b>3,748.00</b>	<b>7,422.09</b>	<b>298.03 %</b>
5800 Administrative & Professional Expenses				
5801 Property Management Fees	4,078.31	4,140.00	-61.69	98.51 %
5802 New Legislation fee	1,154.86	1,058.00	96.86	109.16 %

	TOTAL			
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
5805 CAO Fees		0.00	0.00	
5810 Office Expenses		1,250.00	-1,250.00	
5812 Bank Charges	71.24		71.24	
5830 Insurance Expense/General & Liability Insurance	2,922.13	2,413.00	509.13	121.10 %
5831 Technical & Performance Audits		0.00	0.00	
5832 Legal	247.47	417.00	-169.53	59.35 %
<b>Total 5800 Administrative &amp; Professional Expenses</b>	<b>8,474.01</b>	<b>9,278.00</b>	<b>-803.99</b>	<b>91.33 %</b>
<b>Total Expenses</b>	<b>\$53,016.97</b>	<b>\$50,015.00</b>	<b>\$3,001.97</b>	<b>106.00 %</b>
NET OPERATING INCOME	<b>\$ -3,224.22</b>	<b>\$ -271.00</b>	<b>\$ -2,953.22</b>	<b>1,189.75 %</b>
NET INCOME	<b>\$ -3,224.22</b>	<b>\$ -271.00</b>	<b>\$ -2,953.22</b>	<b>1,189.75 %</b>

# OCSCC 976 c/o Capital Concierge

BUDGET VS. ACTUALS: 2017/18 - FY18 P&L

October 2017 - July 2018

	TOTAL			
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
Income				
4000 Income				
4001 Monthly Condo Fees	663,282.52	669,940.00	-6,657.48	99.01 %
4031 Key Replacement	300.00		300.00	
4032 NSF fees charged to customers	90.00		90.00	
4036 Party Room Rental	1,972.00		1,972.00	
4037 Misc. Income	450.00		450.00	
<b>Total 4000 Income</b>	<b>666,094.52</b>	<b>669,940.00</b>	<b>-3,845.48</b>	<b>99.43 %</b>
<b>Total Income</b>	<b>\$666,094.52</b>	<b>\$669,940.00</b>	<b>\$ -3,845.48</b>	<b>99.43 %</b>
Cost of Goods Sold				
4500 Contribution to reserve fund	172,500.00	172,500.00	0.00	100.00 %
<b>Total Cost of Goods Sold</b>	<b>\$172,500.00</b>	<b>\$172,500.00</b>	<b>\$0.00</b>	<b>100.00 %</b>
<b>GROSS PROFIT</b>	<b>\$493,594.52</b>	<b>\$497,440.00</b>	<b>\$ -3,845.48</b>	<b>99.23 %</b>
Expenses				
2200 Shared Services				
2208 Snow removal	-810.94		-810.94	
<b>Total 2200 Shared Services</b>	<b>-810.94</b>		<b>-810.94</b>	
5000 Utilities				
5010 Gas	51,425.36	41,000.00	10,425.36	125.43 %
5020 Hydro	69,927.65	94,000.00	-24,072.35	74.39 %
5030 Utilities Water & Sewer	35,507.91	33,332.00	2,175.91	106.53 %
5040 Media/Telecommunication	7,904.25	6,668.00	1,236.25	118.54 %
<b>Total 5000 Utilities</b>	<b>164,765.17</b>	<b>175,000.00</b>	<b>-10,234.83</b>	<b>94.15 %</b>
5400 Contracts				
5410 General Cleaning	27,829.07	28,602.00	-772.93	97.30 %
5411 Superintendent	20,889.18	20,950.00	-60.82	99.71 %
5415 Waste management		960.00	-960.00	
5430 Fire Protection	5,537.00	6,689.00	-1,152.00	82.78 %
5435 Concierge/ Private Security	41,548.45	44,110.00	-2,561.55	94.19 %
5440 Mechanical Maintenance/HVAC	14,595.81	13,268.00	1,327.81	110.01 %
5450 Generator Maintenance	906.26		906.26	
5455 Elevator Maintenance	14,944.87	16,790.00	-1,845.13	89.01 %
5460 Fitness Equipment	973.31	844.00	129.31	115.32 %
5465 Landscaping	13,402.84	13,736.00	-333.16	97.57 %
5470 Snow Removal	21,717.06	20,603.00	1,114.06	105.41 %
5475 Pest Control	904.00		904.00	
5480 Pool Maintenance	1,129.46	5,332.00	-4,202.54	21.18 %
5495 Fire Monitoring	1,514.20		1,514.20	
<b>Total 5400 Contracts</b>	<b>165,891.51</b>	<b>171,884.00</b>	<b>-5,992.49</b>	<b>96.51 %</b>
5500 General Repairs & Maintenance				
5501 Reimbursable Expense	4,281.30		4,281.30	
5502 Building Supplies and Equipment	4,387.38	4,168.00	219.38	105.26 %
5503 General Repairs & Maint	22,112.64	16,668.00	5,444.64	132.67 %
5504 Emergency Calls/ Monitoring	152.55		152.55	

	TOTAL			
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
5518 Window Cleaning	8,610.00	17,300.00	-8,690.00	49.77 %
5520 HVAC Repairs & Maintenance	24,520.64	12,500.00	12,020.64	196.17 %
5530 Garage Cleaning	1,658.28	1,629.00	29.28	101.80 %
5550 General Elevator Repairs	5,037.43	4,168.00	869.43	120.86 %
5555 Fire System	247.53		247.53	
5561 Fitness Equipment	2,127.79		2,127.79	
5565 Landscape Improvements	993.27	10,170.00	-9,176.73	9.77 %
5590 Staffing Uniforms	369.74		369.74	
<b>Total 5500 General Repairs &amp; Maintenance</b>	<b>74,498.55</b>	<b>66,603.00</b>	<b>7,895.55</b>	<b>111.85 %</b>
5800 Administrative & Professional Expenses				
5801 Property Management Fees	40,783.10	41,394.00	-610.90	98.52 %
5802 New Legislation fee	10,393.74	10,587.00	-193.26	98.17 %
5805 CAO Fees	2,769.59	1,980.00	789.59	139.88 %
5810 Office Expenses	1,107.66	5,000.00	-3,892.34	22.15 %
5812 Bank Charges	853.85		853.85	
5813 Condo Functions	305.10		305.10	
5830 Insurance Expense/General & Liability Insurance	26,299.17	24,130.00	2,169.17	108.99 %
5831 Technical & Performance Audits	204.02	4,656.00	-4,451.98	4.38 %
5832 Legal	1,673.45	4,170.00	-2,496.55	40.13 %
5833 Audit-Accounting	1,469.00		1,469.00	
<b>Total 5800 Administrative &amp; Professional Expenses</b>	<b>85,858.68</b>	<b>91,917.00</b>	<b>-6,058.32</b>	<b>93.41 %</b>
<b>Total Expenses</b>	<b>\$490,202.97</b>	<b>\$505,404.00</b>	<b>\$ -15,201.03</b>	<b>96.99 %</b>
<b>NET OPERATING INCOME</b>	<b>\$3,391.55</b>	<b>\$ -7,964.00</b>	<b>\$11,355.55</b>	<b>-42.59 %</b>
<b>NET INCOME</b>	<b>\$3,391.55</b>	<b>\$ -7,964.00</b>	<b>\$11,355.55</b>	<b>-42.59 %</b>

# OCSCC 976 c/o Capital Concierge

## PROFIT AND LOSS

July 2018

	TOTAL
<b>INCOME</b>	
4000 Income	
4001 Monthly Condo Fees	66,946.75
4036 Party Room Rental	96.00
<b>Total 4000 Income</b>	<b>67,042.75</b>
<b>Total Income</b>	<b>67,042.75</b>
<b>COST OF GOODS SOLD</b>	
4500 Contribution to reserve fund	17,250.00
<b>Total Cost of Goods Sold</b>	<b>17,250.00</b>
<b>GROSS PROFIT</b>	<b>49,792.75</b>
<b>EXPENSES</b>	
5000 Utilities	
5010 Gas	-6,876.19
5020 Hydro	15,110.10
5030 Utilities Water & Sewer	4,593.05
5040 Media/Telecommunication	487.14
<b>Total 5000 Utilities</b>	<b>13,314.10</b>
5400 Contracts	
5410 General Cleaning	2,687.14
5411 Superintendent	2,095.02
5430 Fire Protection	3,333.50
5435 Concierge/ Private Security	4,672.08
5440 Mechanical Maintenance/HVAC	1,459.58
5455 Elevator Maintenance	1,678.83
5460 Fitness Equipment	104.72
5465 Landscaping	3,379.28
5475 Pest Control	497.20
5495 Fire Monitoring	151.42
<b>Total 5400 Contracts</b>	<b>20,058.77</b>
5500 General Repairs & Maintenance	
5501 Reimbursable Expense	2,580.05
5502 Building Supplies and Equipment	1,665.71
5503 General Repairs & Maint	4,668.28
5518 Window Cleaning	0.00
5520 HVAC Repairs & Maintenance	1,374.65
5530 Garage Cleaning	0.00
5550 General Elevator Repairs	881.40
<b>Total 5500 General Repairs &amp; Maintenance</b>	<b>11,170.09</b>
5800 Administrative & Professional Expenses	
5801 Property Management Fees	4,078.31
5802 New Legislation fee	1,154.86
5812 Bank Charges	71.24
5830 Insurance Expense/General & Liability Insurance	2,922.13
5832 Legal	247.47
<b>Total 5800 Administrative &amp; Professional Expenses</b>	<b>8,474.01</b>
<b>Total Expenses</b>	<b>53,016.97</b>

	TOTAL
PROFIT	\$ -3,224.22



# OCSCC 976 c/o Capital Concierge

## BALANCE SHEET

As of July 31, 2018

	TOTAL
<b>Assets</b>	
Current Assets	
Cash and Cash Equivalent	
1004 Savings - Claridge DO NOT USE	0.00
1005 Chequing - Claridge DO NOT USE	0.00
1010 Cash Operating Account	6,958.01
1020 Cash Reserve	39,340.53
<b>Total Cash and Cash Equivalent</b>	<b>46,298.54</b>
Accounts Receivable (A/R)	
1100 Accounts Receivable	6,771.88
<b>Total Accounts Receivable (A/R)</b>	<b>6,771.88</b>
1101 Misc Receivables	0.00
1200 Due to /from reserve	29,035.92
1300 Prepaid Expenses	1,362.80
1301 Prepaid Expenses Prepaid - Insurance	0.00
<b>Total Current Assets</b>	<b>83,469.14</b>
Non-current Assets	
1016 Investments	331,750.17
<b>Total Non Current Assets</b>	<b>331,750.17</b>
<b>Total Assets</b>	<b>\$415,219.31</b>
<b>Liabilities and Equity</b>	
Liabilities	
Current Liabilities	
Accounts Payable (A/P)	
2000 Accounts Payable	53,048.07
2015 Reserve Accounts Payable	0.00
<b>Total Accounts Payable (A/P)</b>	<b>53,048.07</b>
2004 Accrued liabilities - Other	16,831.56
2006 Accrued Liabilities Hydro	10,604.67
2007 Accrued Liabilities Gas	798.63
2008 Accrued Liabilities City of Ottawa - Water	555.29
2009 Accrued liabilities - insurance	0.00
2010 Accrued Liabilities Accrued Audit Fee	0.00
2500 due to / from operating	29,035.92
<b>Total Current Liabilities</b>	<b>110,874.14</b>
<b>Total Liabilities</b>	<b>110,874.14</b>
Equity	
3000 Opening Balance Equity	41,946.89
Retained Earnings	82,128.41
Profit for the year	180,269.87
<b>Total Equity</b>	<b>304,345.17</b>
<b>Total Liabilities and Equity</b>	<b>\$415,219.31</b>

# OCSCC 976 c/o Capital Concierge

## A/R AGING SUMMARY

As of July 31, 2018

	CURRENT	1 - 30	31 - 60	61 - 90	91 AND OVER	TOTAL
101 - Claridge Homes					553.10	\$553.10
108 - Maneet Singh		50.85				\$50.85
109 - Patrick Van Abbema		50.85				\$50.85
201 - Andrew Ouimet		-1.00				\$ -1.00
204- Beverly McLachlin		50.85				\$50.85
205 - Kheecheong Howkit					-20.40	\$ -20.40
206 - Hussam Abo Shaeir		50.85				\$50.85
217 - Claridge Homes		541.38				\$541.38
221 - Beata Picur					571.82	\$571.82
311 - Janet Lew					18.26	\$18.26
312 - Wu Ping Wei					99.72	\$99.72
402 - Yola Aurore Lamour					433.83	\$433.83
408 - Travis Rody		512.50				\$512.50
503 - Kerry-Ann Taylor					-20.28	\$ -20.28
506 - Junliang Liu					-20.28	\$ -20.28
516 Gopesh and Jignakumari Soni		582.18				\$582.18
521 - Iwona Kuszczak		382.33			282.18	\$664.51
606 - Sophie Morin & Marc Lamoureux			50.00			\$50.00
612 - Gary Zed					-18.00	\$ -18.00
614 - Alexander Arruda					-20.40	\$ -20.40
803 - David Lewis					-47.77	\$ -47.77
A007 Parking - Claridge Homes					45.91	\$45.91
A009 Parking - Fan Zhang & Ying Wang					-20.28	\$ -20.28
A022 Storage -Claridge Homes					0.63	\$0.63
A071 Storage - Claridge Homes					0.63	\$0.63
A116 Storage - Claridge Homes		0.67				\$0.67
A163 Storage - Claridge Homes		-0.67				\$ -0.67
B013 Parking - Claridge Homes		47.10			41.70	\$88.80
B39 Pelletier					176.95	\$176.95
C039 Parking - Claridge Homes					35.89	\$35.89
CIPM					950.00	\$950.00
Claridge Homes (102)					395.50	\$395.50
Claridge Homes (105)					157.74	\$157.74
Claridge Homes - Ottawa					549.75	\$549.75
James Osbourne (316)					-20.40	\$ -20.40
OCSCC 868		324.84				\$324.84
Storage - Claridge Homes (A097)		0.67	0.67		2.01	\$3.35
<b>TOTAL</b>	<b>\$0.00</b>	<b>\$2,593.40</b>	<b>\$50.67</b>	<b>\$0.00</b>	<b>\$4,127.81</b>	<b>\$6,771.88</b>

# OCSCC 976 c/o Capital Concierge

## A/P AGING SUMMARY

As of July 31, 2018

	CURRENT	1 - 30	31 - 60	61 - 90	91 AND OVER	TOTAL
10424161 Canada Inc.	319.23	7,185.72	67.80		135.60	\$7,708.35
3022366 Canada Inc. (Response)		225.72				\$225.72
9495100 Canada Ltd.					734.50	\$734.50
Ainger Cabling + Security	757.10					\$757.10
Bell A/C # 613 238 8558 (110)	192.68				559.25	\$751.93
Bell A/C # 613 563 2035 (302)		50.57		-50.57	60.63	\$60.63
CI Property Management		1,154.86			1,841.63	\$2,996.49
Cody Building Services	988.75					\$988.75
Davidson Houle Allen LLP	247.47					\$247.47
Day-View Electric Inc.	506.83					\$506.83
Enbridge-300 LETT ST		952.21				\$952.21
Hydro Ottawa-300 LETT ST FP	21.98				-73.93	\$ -51.95
Hydro Ottawa-300 LETT ST PL	10,604.67				81.00	\$10,685.67
Hydro Ottawa-Lett & Wellington Traffic Signal					-65.18	\$ -65.18
Lock Solutions Inc.		163.79				\$163.79
Nutri-Lawn Ottawa		828.29				\$828.29
Optimum Mechanical Solutions		4,255.87			0.00	\$4,255.87
Ottawa Water & Sewer-300 LETT ST	4,164.68					\$4,164.68
Pyron Fire Protection Inc.	6,390.94				169.50	\$6,560.44
Regionex		497.20				\$497.20
Rogers A/C # 240-757996108	72.25					\$72.25
Rogers A/C # 240-758038402	51.92	51.92				\$103.84
Sign FX Inc.					0.00	\$0.00
Spot Maintenance Ltd.	5,698.59					\$5,698.59
Technical Standards and Safety Authority		881.40				\$881.40
The Condominium Authority of Ontario (CAO)			-13.91			\$ -13.91
ThyssenKrupp Elevator (Canada) Limited		1,678.83				\$1,678.83
Van's Pressure Cleaning Ltd.	1,658.28					\$1,658.28
<b>TOTAL</b>	<b>\$31,675.37</b>	<b>\$17,926.38</b>	<b>\$53.89</b>	<b>\$ -50.57</b>	<b>\$3,443.00</b>	<b>\$53,048.07</b>

# OCSCC 976 c/o Capital Concierge

## TRANSACTION LIST BY SUPPLIER

July 2018

DATE	TRANSACTION TYPE	#	POSTING	MEMO/DESCRIPTION	ACCOUNT	AMOUNT
10424161 Canada Inc.						
01-07-2018	Bill	1571	Yes		2000 Accounts Payable	2,095.02
01-07-2018	Bill	1567	Yes		2000 Accounts Payable	67.80
01-07-2018	Bill	1545	Yes		2000 Accounts Payable	62.76
01-07-2018	Bill	1586	Yes		2000 Accounts Payable	55.72
01-07-2018	Bill	1482	Yes		2000 Accounts Payable	470.90
01-07-2018	Bill	1551	Yes		2000 Accounts Payable	1,738.21
01-07-2018	Bill	1565	Yes		2000 Accounts Payable	50.85
03-07-2018	Bill	1560	Yes		2000 Accounts Payable	392.68
04-07-2018	Bill Payment (Cheque)	FCN_8765-1	Yes		1010 Cash Operating Account	-5,578.65
12-07-2018	Bill	1602	Yes		2000 Accounts Payable	2,251.78
17-07-2018	Bill Payment (Cheque)	FCN_8770_1	Yes		1010 Cash Operating Account	-50.85
31-07-2018	Bill	1649	Yes		2000 Accounts Payable	319.23
3022366 Canada Inc. (Response)						
17-07-2018	Bill	62433	Yes		2000 Accounts Payable	225.72
Ainger Cabling + Security						
01-07-2018	Bill	138898	Yes		2000 Accounts Payable	305.10
04-07-2018	Bill Payment (Cheque)	FCN_8766-1	Yes		1010 Cash Operating Account	-910.44
26-07-2018	Bill	139093	Yes		2000 Accounts Payable	452.00
Bell A/C # 613 238 8558 (110)						
03-07-2018	Bill Payment (Cheque)		Yes		1010 Cash Operating Account	-192.68
28-07-2018	Bill	JUL28-AUG27/18	Yes		2000 Accounts Payable	192.68
Bell A/C # 613 563 2035 (302)						
01-07-2018	Bill	JUL01-JUL31/18	Yes		2000 Accounts Payable	50.57
03-07-2018	Bill Payment (Cheque)		Yes		1010 Cash Operating Account	-50.57
Brown & Associates						
01-07-2018	Bill	4504	Yes	YEAR ROUND CONTRACT FROM MAY 2018 TO APR 2019	2000 Accounts Payable	3,379.28
04-07-2018	Bill Payment (Cheque)	FCN_8767-10	Yes		1010 Cash Operating Account	-13,188.84
CI Property Management						

DATE	TRANSACTION TYPE	#	POSTING	MEMO/DESCRIPTION	ACCOUNT	AMOUNT
01-07-2018	Bill	2325	Yes		2000 Accounts Payable	4,078.31
01-07-2018	Bill	2311	Yes		2000 Accounts Payable	1,154.86
03-07-2018	Bill Payment (Cheque)		Yes		1010 Cash Operating Account	-4,078.31
04-07-2018	Bill Payment (Cheque)	FCN_8765-2	Yes		1010 Cash Operating Account	-2,735.08
Cody Building Services						
16-07-2018	Bill	49990	Yes		2000 Accounts Payable	988.75
Dan's BodyBuilding Equipment Inc.						
04-07-2018	Bill Payment (Cheque)	FCN_8767-8	Yes		1010 Cash Operating Account	-219.22
Davidson Houle Allen LLP						
01-07-2018	Bill	8575	Yes		2000 Accounts Payable	247.47
04-07-2018	Bill Payment (Cheque)	FCN_8767-7	Yes		1010 Cash Operating Account	-250.00
Day-View Electric Inc.						
01-07-2018	Bill	W47140	Yes		2000 Accounts Payable	506.83
Enbridge-300 LETT ST						
01-07-2018	Bill	648002668410	Yes		2000 Accounts Payable	1,229.50
05-07-2018	Bill Payment (Cheque)		Yes		1010 Cash Operating Account	-1,229.50
12-07-2018	Bill	688002285496	Yes		2000 Accounts Payable	952.21
Evolution Building Services						
04-07-2018	Bill Payment (Cheque)	FCN_8767-9	Yes		1010 Cash Operating Account	-653.11
Hydro Ottawa-300 LETT ST FP						
01-07-2018	Bill	MAY15-JUN13/18	Yes		2000 Accounts Payable	21.82
16-07-2018	Bill Payment (Cheque)		Yes		1010 Cash Operating Account	-21.82
30-07-2018	Bill	JUN13-JUL16/18	Yes		2000 Accounts Payable	21.98
Hydro Ottawa-300 LETT ST PL						
03-07-2018	Bill Payment (Cheque)		Yes		1010 Cash Operating Account	-6,347.81
16-07-2018	Bill	MAY31-JUN30/18	Yes		2000 Accounts Payable	10,604.67
Lock Solutions Inc.						
04-07-2018	Bill Payment (Cheque)	FCN_8767-6	Yes		1010 Cash Operating Account	-158.14
12-07-2018	Bill	23291	Yes		2000 Accounts Payable	163.79
Nutri-Lawn Ottawa						
01-07-2018	Bill	77318	Yes		2000 Accounts Payable	404.54
04-07-	Bill Payment (Cheque)	FCN_8767-11	Yes		1010 Cash Operating Account	-993.27

DATE	TRANSACTION TYPE	#	POSTING	MEMO/DESCRIPTION	ACCOUNT	AMOUNT
2018						
17-07-2018	Bill Payment (Cheque)	FCN_8770_2	Yes		1010 Cash Operating Account	-1,984.28
24-07-2018	Bill	78100	Yes		2000 Accounts Payable	423.75
Optimum Mechanical Solutions						
01-07-2018	Bill	06591	Yes		2000 Accounts Payable	1,992.47
01-07-2018	Bill	06670	Yes		2000 Accounts Payable	188.15
01-07-2018	Bill	06642	Yes		2000 Accounts Payable	342.39
01-07-2018	Bill	06663	Yes		2000 Accounts Payable	844.11
01-07-2018	Bill	05897	Yes		2000 Accounts Payable	700.60
04-07-2018	Bill Payment (Cheque)	FCN_8766-2	Yes		1010 Cash Operating Account	-7,861.03
10-07-2018	Bill	06919	Yes		2000 Accounts Payable	188.15
Ottawa Water & Sewer-300 LETT ST						
01-07-2018	Bill	MAY29-JUN27/18	Yes		2000 Accounts Payable	3,764.19
18-07-2018	Bill Payment (Cheque)		Yes		1010 Cash Operating Account	-3,764.19
27-07-2018	Bill	JUN27-JUL27/18	Yes		2000 Accounts Payable	4,164.68
Pyron Fire Protection Inc.						
01-07-2018	Bill	82779	Yes		2000 Accounts Payable	169.50
01-07-2018	Bill	82806	Yes		2000 Accounts Payable	3,057.44
04-07-2018	Bill Payment (Cheque)	FCN_8766-3	Yes		1010 Cash Operating Account	-339.00
31-07-2018	Bill	83100	Yes		2000 Accounts Payable	3,164.00
QUALPRO MANAGEMENT INC.						
17-07-2018	Bill Payment (Cheque)	FCN_8770_3	Yes		1010 Cash Operating Account	-988.75
Ram Overhead Door Systems Ltd.						
04-07-2018	Bill Payment (Cheque)	FCN_8767-1	Yes		1010 Cash Operating Account	-411.04
Regionex						
01-07-2018	Bill	00347837	Yes		2000 Accounts Payable	452.00
04-07-2018	Bill Payment (Cheque)	FCN_8766-4	Yes		1010 Cash Operating Account	-175.15
18-07-2018	Bill	00349849	Yes		2000 Accounts Payable	45.20
Rogers A/C # 240-757996108						
03-07-2018	Bill Payment (Cheque)	RBCX0783	Yes		1010 Cash Operating Account	-144.50
15-07-2018	Bill	JUL12-AUG11/18	Yes		2000 Accounts Payable	72.25
Rogers A/C # 240-758038402						
01-07-	Bill	MAY12-JUN11/18	Yes		2000 Accounts Payable	51.92

DATE	TRANSACTION TYPE	#	POSTING	MEMO/DESCRIPTION	ACCOUNT	AMOUNT
2018						
15-07-2018	Bill	JUL12-AUG11/18	Yes		2000 Accounts Payable	51.92
17-07-2018	Bill Payment (Cheque)	RBCX	Yes		1010 Cash Operating Account	-51.92
Security.ca Corporation						
04-07-2018	Bill Payment (Cheque)	FCN_8767-2	Yes		1010 Cash Operating Account	-1,817.04
Spot Maintenance Ltd.						
01-07-2018	Bill	M0618-68-CI-976	Yes		2000 Accounts Payable	2,918.79
01-07-2018	Bill	M0218-68-CI-976	Yes		2000 Accounts Payable	2,779.80
04-07-2018	Bill Payment (Cheque)	FCN_8767-3	Yes		1010 Cash Operating Account	-5,327.95
04-07-2018	Bill Payment (Cheque)	FCN_8768	Yes		1010 Cash Operating Account	-2,710.30
Technical Standards and Safety Authority						
06-07-2018	Bill	3172104	Yes		2000 Accounts Payable	293.80
06-07-2018	Bill	3172375	Yes		2000 Accounts Payable	293.80
06-07-2018	Bill	3172105	Yes		2000 Accounts Payable	293.80
ThyssenKrupp Elevator (Canada) Limited						
01-07-2018	Bill	1418974	Yes		2000 Accounts Payable	1,678.83
04-07-2018	Bill Payment (Cheque)	FCN_8767-4	Yes		1010 Cash Operating Account	-1,678.83
17-07-2018	Bill Payment (Cheque)	FCN_8770_4	Yes		1010 Cash Operating Account	-1,386.29
Total Power Limited						
04-07-2018	Bill Payment (Cheque)	FCN_8767-5	Yes		1010 Cash Operating Account	-906.26
Van's Pressure Cleaning Ltd.						
01-07-2018	Bill	36942	Yes		2000 Accounts Payable	1,658.28

# OCSCC 976 c/o Capital Concierge

## GENERAL LEDGER

July 2018

DATE	TRANSACTION TYPE	#	NAME	MEMO/DESCRIPTION	SPLIT	AMOUNT	BALANCE
2200 Shared Services							
2208 Snow removal							
Beginning Balance							-810.94
<b>Total for 2208 Snow removal</b>							
<b>Total for 2200 Shared Services</b>							
5000 Utilities							
5010 Gas							
Beginning Balance							58,301.55
01-07-2018	Bill	648002668410	Enbridge-300 LETT ST	MAY 7 - JUNE 3, 2018 (Invoiced on June 14, 2018)	2000 Accounts Payable	\$1,229.50	59,531.05
01-07-2018	Journal Entry	130R		to set up accruals	-Split-	\$ -9,856.53	49,674.52
12-07-2018	Bill	688002285496	Enbridge-300 LETT ST	JUNE 4 - JULY 5, 2018	2000 Accounts Payable	\$952.21	50,626.73
31-07-2018	Journal Entry	133		to set up accruals	-Split-	\$798.63	51,425.36
<b>Total for 5010 Gas</b>							<b>\$ -6,876.19</b>
5020 Hydro							
Beginning Balance							54,817.55
01-07-2018	Bill	MAY15-JUN13/18	Hydro Ottawa-300 LETT ST FP	MAY 15 - JUNE 13, 2018 (Invoiced on June 27, 2018)	2000 Accounts Payable	\$21.82	54,839.37
01-07-2018	Journal Entry	130R		to set up accruals	-Split-	\$ -6,143.04	48,696.33
16-07-2018	Bill	MAY31-JUN30/18	Hydro Ottawa-300 LETT ST PL	MAY 31 - JUNE 30, 2018	2000 Accounts Payable	\$10,604.67	59,301.00
30-07-2018	Bill	JUN13-JUL16/18	Hydro Ottawa-300 LETT ST FP	JUNE 13 - JULY 16, 2018	2000 Accounts Payable	\$21.98	59,322.98
31-07-2018	Journal Entry	133		to set up accruals	-Split-	\$10,604.67	69,927.65
<b>Total for 5020 Hydro</b>							<b>\$15,110.10</b>
5030 Utilities Water & Sewer							
Beginning Balance							30,914.86
01-07-2018	Journal Entry	130R		to set up accruals	-Split-	\$ -3,891.11	27,023.75
01-07-2018	Bill	MAY29-JUN27/18	Ottawa Water & Sewer-300 LETT ST	MAY 29 - JUNE 27, 2018	2000 Accounts Payable	\$3,764.19	30,787.94
27-07-2018	Bill	JUN27-JUL27/18	Ottawa Water & Sewer-300 LETT ST	JUNE 27 - JULY 27, 2018	2000 Accounts Payable	\$4,164.68	34,952.62
31-07-2018	Journal Entry	133		to set up accruals	-Split-	\$555.29	35,507.91
<b>Total for 5030 Utilities Water &amp; Sewer</b>							<b>\$4,593.05</b>
5040 Media/Telecommunication							
Beginning Balance							7,417.11
01-07-2018	Bill	MAY12-JUN11/18	Rogers A/C # 240-758038402	MAY 12 - JUN 11, 2018 (Invoiced on May 15, 2018)	2000 Accounts Payable	\$51.92	7,469.03
01-07-2018	Bill	1567	10424161 Canada Inc.	Monthly concierge cell phone plan	2000 Accounts Payable	\$67.80	7,536.83
01-07-2018	Bill	JUL01-JUL31/18	Bell A/C # 613 563 2035 (302)	JULY 01 - 31, 2018	2000 Accounts Payable	\$50.57	7,587.40
15-07-2018	Bill	JUL12-AUG11/18	Rogers A/C # 240-758038402	JULY 12 - AUG 11, 2018	2000 Accounts Payable	\$51.92	7,639.32
15-07-2018	Bill	JUL12-AUG11/18	Rogers A/C # 240-757996108	JULY 12 - AUG 11, 2018	2000 Accounts Payable	\$72.25	7,711.57
28-07-2018	Bill	JUL28-AUG27/18	Bell A/C # 613 238 8558 (110)	JULY 28 - AUG 27, 2018	2000 Accounts Payable	\$192.68	7,904.25
<b>Total for 5040 Media/Telecommunication</b>							<b>\$487.14</b>
<b>Total for 5000 Utilities</b>							<b>\$13,314.10</b>
5400 Contracts							
5410 General Cleaning							
Beginning Balance							25,141.93
01-07-2018	Bill	M0218-68-CI-976	Spot Maintenance Ltd.	REGULAR MONTHLY CLEANING (INVOICED ON Feb 16, 2018)	2000 Accounts Payable	\$2,779.80	27,921.73
01-07-2018	Bill	M0618-68-CI-976	Spot Maintenance Ltd.	REGULAR MONTHLY CLEANING (INVOICED ON June 15, 2018)	2000 Accounts Payable	\$2,918.79	30,840.52
01-07-2018	Journal Entry	130R		to set up accruals	-Split-	\$ -5,930.24	24,910.28
31-07-2018	Journal Entry	133		to set up accruals	-Split-	\$2,918.79	27,829.07
<b>Total for 5410 General Cleaning</b>							<b>\$2,687.14</b>
5411 Superintendent							
Beginning Balance							18,794.16
01-07-2018	Bill	1571	10424161 Canada Inc.	Monthly superintendent services	2000 Accounts Payable	\$2,095.02	20,889.18
<b>Total for 5411 Superintendent</b>							<b>\$2,095.02</b>
5430 Fire Protection							
Beginning Balance							2,203.50
01-07-2018	Journal Entry	130R		to set up accruals	-Split-	\$ -508.50	1,695.00
01-07-2018	Bill	82779	Pyron Fire Protection Inc.	Monthly fire alarm test June 2018	2000 Accounts Payable	\$169.50	1,864.50
31-07-2018	Bill	83100	Pyron Fire Protection Inc.	Annual fire alarm test	2000 Accounts Payable	\$3,164.00	5,028.50
31-07-2018	Journal Entry	133		to set up accruals	-Split-	\$508.50	5,537.00
<b>Total for 5430 Fire Protection</b>							<b>\$3,333.50</b>
5435 Concierge/ Private Security							
Beginning Balance							36,876.37
01-07-2018	Journal Entry	130R		to set up accruals	-Split-	\$ -2,607.31	34,269.06
01-07-2018	Bill	1551	10424161 Canada Inc.	concierge services June 9 - 22, 2018	2000 Accounts Payable	\$1,738.21	36,007.27
03-07-2018	Bill	1560	10424161 Canada Inc.	concierge services July 1 , 2018	2000 Accounts Payable	\$392.68	36,399.95



DATE	TRANSACTION TYPE	#	NAME	MEMO/DESCRIPTION	SPLIT	AMOUNT	BALANCE
12-07-2018	Bill	1602	10424161 Canada Inc.	concierge services June 23 - July 6, 2018	2000 Accounts Payable	\$2,251.78	38,651.73
17-07-2018	Bill	62433	3022366 Canada Inc. (Response)	Stationary Guard @ 300 Lett on July 3, 2018	2000 Accounts Payable	\$225.72	38,877.45
31-07-2018	Journal Entry	133		to set up accruals	-Split-	\$2,671.00	41,548.45
<b>Total for 5435 Concierge/ Private Security</b>						<b>\$4,672.08</b>	
5440 Mechanical Maintenance/HVAC							
Beginning Balance							
31-07-2018	Journal Entry	133		to set up accruals	-Split-	\$1,459.58	14,595.81
<b>Total for 5440 Mechanical Maintenance/HVAC</b>						<b>\$1,459.58</b>	
5450 Generator Maintenance							
Beginning Balance							
<b>Total for 5450 Generator Maintenance</b>							
5455 Elevator Maintenance							
Beginning Balance							
01-07-2018	Bill	1418974	ThyssenKrupp Elevator (Canada) Limited	Maintanance	2000 Accounts Payable	\$1,678.83	14,944.87
<b>Total for 5455 Elevator Maintenance</b>						<b>\$1,678.83</b>	
5460 Fitness Equipment							
Beginning Balance							
01-07-2018	Journal Entry	130R		to set up accruals	-Split-	\$ -104.71	763.88
31-07-2018	Journal Entry	133		to set up accruals	-Split-	\$209.43	973.31
<b>Total for 5460 Fitness Equipment</b>						<b>\$104.72</b>	
5465 Landscaping							
Beginning Balance							
01-07-2018	Bill	4504	Brown & Associates	YEAR ROUND CONTRACT SERVICES FOR JULY, 2018	2000 Accounts Payable	\$3,379.28	13,402.84
<b>Total for 5465 Landscaping</b>						<b>\$3,379.28</b>	
5470 Snow Removal							
Beginning Balance							
<b>Total for 5470 Snow Removal</b>							
5475 Pest Control							
Beginning Balance							
01-07-2018	Bill	00347837	Regionex	Exterior control of ants	2000 Accounts Payable	\$452.00	858.80
18-07-2018	Bill	00349849	Regionex	Monthly fee	2000 Accounts Payable	\$45.20	904.00
<b>Total for 5475 Pest Control</b>						<b>\$497.20</b>	
5480 Pool Maintenance							
Beginning Balance							
<b>Total for 5480 Pool Maintenance</b>							
5495 Fire Monitoring							
Beginning Balance							
01-07-2018	Journal Entry	130R		to set up accruals	-Split-	\$ -302.84	1,059.94
31-07-2018	Journal Entry	133		to set up accruals	-Split-	\$454.26	1,514.20
<b>Total for 5495 Fire Monitoring</b>						<b>\$151.42</b>	
<b>Total for 5400 Contracts</b>						<b>\$20,058.77</b>	
5500 General Repairs & Maintenance							
5501 Reimbursable Expense							
Beginning Balance							
01-07-2018	Bill	82806	Pyron Fire Protection Inc.	Install sprinkler cages over heads (Invoiced on June 28, 2018)	2000 Accounts Payable	\$3,057.44	4,758.69
01-07-2018	Bill	1565	10424161 Canada Inc.	After hours phone call - BELL technician calling for access to the communication room for tel repair for unit 315 on June 23, 2018 (Invoiced on June 28, 2018)	2000 Accounts Payable	\$50.85	4,809.54
04-07-2018	Invoice	7564	OCSCC 868	SHARED SNOW CONTRACT 2017-2018 (INVOICED ON JAN 09, 2018)	1100 Accounts Receivable	\$ -324.84	4,484.70
04-07-2018	Invoice	7563	109 - Patrick Van Abbema	AFTER HOURS PHONE CALL SERVICES - NEED KEY UNIT#109 (INVOICED ON MAR 21, 2018)	1100 Accounts Receivable	\$ -50.85	4,433.85
04-07-2018	Invoice	7561	206 - Hussam Abo Shaeir	AFTER HOURS PHONE CALL SERVICES	1100 Accounts Receivable	\$ -50.85	4,383.00
04-07-2018	Invoice	7562	108 - Maneet Singh	AFTER HOURS PHONE CALL SERVICES - WATER LEAKING UNIT#108 (INVOICED ON MAR 21, 2018)	1100 Accounts Receivable	\$ -50.85	4,332.15
06-07-2018	Invoice	7565	204- Beverly McLachlin	AFTER HOURS PHONE CALL SERVICES - Unit 204 Sina Farhandian, ready for the elevator to be put on services	1100 Accounts Receivable	\$ -50.85	4,281.30
<b>Total for 5501 Reimbursable Expense</b>						<b>\$2,580.05</b>	
5502 Building Supplies and Equipment							
Beginning Balance							
01-07-2018	Bill	1482	10424161 Canada Inc.	building supplies	2000 Accounts Payable	\$470.90	3,192.57
01-07-2018	Bill	138898	Ainger Cabling + Security	Fob (Invoiced on June 26, 2018)	2000 Accounts Payable	\$305.10	3,497.67
01-07-2018	Bill	1586	10424161 Canada Inc.	building supplies	2000 Accounts Payable	\$55.72	3,553.39
01-07-2018	Bill	1545	10424161 Canada Inc.	building supplies from Preston hardware	2000 Accounts Payable	\$62.76	3,616.15

DATE	TRANSACTION TYPE	#	NAME	MEMO/DESCRIPTION	SPLIT	AMOUNT	BALANCE
26-07-2018	Bill	139093	Ainger Cabling + Security	single button transmitter fob.	2000 Accounts Payable	\$452.00	4,068.15
31-07-2018	Bill	1649	10424161 Canada Inc.	clips for 300 Lett parking ramp exit	2000 Accounts Payable	\$319.23	4,387.38
<b>Total for 5502 Building Supplies and Equipment</b>						<b>\$1,665.71</b>	
5503 General Repairs & Maint							
Beginning Balance							
01-07-2018	Bill	06591	Optimum Mechanical Solutions	Condensate drain backing up in unit from condensation riser into unit 301 (Invoiced on June 21, 2018)	2000 Accounts Payable	\$1,992.47	19,436.83
01-07-2018	Bill	W47140	Day-View Electric Inc.	Provided all labour, material and equipment necessary to supply and install 2 ballasts in garage. (Invoiced on June 22, 2018)	2000 Accounts Payable	\$506.83	19,943.66
01-07-2018	Bill	77318	Nutri-Lawn Ottawa	Services Fee - Work order 67266 (Invoiced on June 8, 2018)	2000 Accounts Payable	\$404.54	20,348.20
01-07-2018	Bill	06670	Optimum Mechanical Solutions	Removed the drain connection to notice the main riser is block. (Invoiced on June 27, 2018)	2000 Accounts Payable	\$188.15	20,536.35
12-07-2018	Bill	23291	Lock Solutions Inc.	LSDA G2 passage Set lever; Replace handle in men's room.	2000 Accounts Payable	\$163.79	20,700.14
16-07-2018	Bill	49990	Cody Building Services	provide service for yearly roof anchors inspection	2000 Accounts Payable	\$988.75	21,688.89
24-07-2018	Bill	78100	Nutri-Lawn Ottawa	Services Fee - Work order 68120	2000 Accounts Payable	\$423.75	22,112.64
<b>Total for 5503 General Repairs &amp; Maint</b>						<b>\$4,668.28</b>	
5504 Emergency Calls/ Monitoring							
Beginning Balance							
<b>Total for 5504 Emergency Calls/ Monitoring</b>							152.55
5518 Window Cleaning							
Beginning Balance							
01-07-2018	Journal Entry	130R		to set up accruals - PO 1038	-Split-	\$ -8,610.00	0.00
31-07-2018	Journal Entry	133		to set up accruals - based on Cody's PO 1038	-Split-	\$8,610.00	8,610.00
<b>Total for 5518 Window Cleaning</b>						<b>\$0.00</b>	
5520 HVAC Repairs & Maintenance							
Beginning Balance							
01-07-2018	Journal Entry	130R		to set up accruals - PO 1033	-Split-	\$ -700.60	22,445.39
01-07-2018	Bill	06663	Optimum Mechanical Solutions	MUA for C Block is showing error " Cool mode blocked" (Invoiced on June 28, 2018)	2000 Accounts Payable	\$844.11	23,289.50
01-07-2018	Bill	06642	Optimum Mechanical Solutions	Chiller issues (Invoiced June 21, 2018)	2000 Accounts Payable	\$342.39	23,631.89
01-07-2018	Bill	05897	Optimum Mechanical Solutions	Boiler # 8 requires a new check valve. This estimate is to supply and install one new check valve for boiler # 8.	2000 Accounts Payable	\$700.60	24,332.49
10-07-2018	Bill	06919	Optimum Mechanical Solutions	Blocked make up air.	2000 Accounts Payable	\$188.15	24,520.64
<b>Total for 5520 HVAC Repairs &amp; Maintenance</b>						<b>\$1,374.65</b>	
5530 Garage Cleaning							
Beginning Balance							
01-07-2018	Journal Entry	130R		to set up accruals - PO 1037	-Split-	\$ -1,658.28	0.00
01-07-2018	Bill	36942	Van's Pressure Cleaning Ltd.	Garage Cleaning-Spring 2018 (Invoiced on June 27, 2018)	2000 Accounts Payable	\$1,658.28	1,658.28
<b>Total for 5530 Garage Cleaning</b>						<b>\$0.00</b>	
5550 General Elevator Repairs							
Beginning Balance							
06-07-2018	Bill	3172105	Technical Standards and Safety Authority	Elevating Devices periodic inspection fee	2000 Accounts Payable	\$293.80	4,449.83
06-07-2018	Bill	3172104	Technical Standards and Safety Authority	Elevating Devices periodic inspection fee	2000 Accounts Payable	\$293.80	4,743.63
06-07-2018	Bill	3172375	Technical Standards and Safety Authority	Elevating Devices periodic inspection fee	2000 Accounts Payable	\$293.80	5,037.43
<b>Total for 5550 General Elevator Repairs</b>						<b>\$881.40</b>	
5555 Fire System							
Beginning Balance							
<b>Total for 5555 Fire System</b>							247.53
5561 Fitness Equipment							
Beginning Balance							
<b>Total for 5561 Fitness Equipment</b>							2,127.79
5565 Landscape Improvements							
Beginning Balance							
<b>Total for 5565 Landscape Improvements</b>							993.27
5590 Staffing Uniforms							
Beginning Balance							
<b>Total for 5590 Staffing Uniforms</b>							369.74
<b>Total for 5500 General Repairs &amp; Maintenance</b>						<b>\$11,170.09</b>	
5800 Administrative & Professional Expenses							
5801 Property Management Fees							
Beginning Balance							
							36,704.79

DATE	TRANSACTION TYPE	#	NAME	MEMO/DESCRIPTION	SPLIT	AMOUNT	BALANCE
01-07-2018	Bill	2325	CI Property Management	monthly management fees April 2017- March 2018	2000 Accounts Payable	\$4,078.31	40,783.10
Total for 5801 Property Management Fees						\$4,078.31	
5802 New Legislation fee							
Beginning Balance							
							9,238.88
01-07-2018	Bill	2311	CI Property Management	monthly increase in management fees	2000 Accounts Payable	\$1,154.86	10,393.74
Total for 5802 New Legislation fee						\$1,154.86	
5805 CAO Fees							
Beginning Balance							
Total for 5805 CAO Fees							2,769.59
5810 Office Expenses							
Beginning Balance							
Total for 5810 Office Expenses							1,107.66
5812 Bank Charges							
Beginning Balance							
							782.61
06-07-2018	Expense			ACTIVITY FEE	1010 Cash Operating Account	\$13.54	796.15
06-07-2018	Expense			ACTIVITY FEE	1020 Cash Reserve	\$1.20	797.35
06-07-2018	Expense			ACTIVITY FEE	1010 Cash Operating Account	\$56.50	853.85
Total for 5812 Bank Charges						\$71.24	
5813 Condo Functions							
Beginning Balance							
Total for 5813 Condo Functions							305.10
5830 Insurance Expense/General & Liability Insurance							
Beginning Balance							
							23,377.04
06-07-2018	Expense			INSURANCE INTACT INS. CO.	1010 Cash Operating Account	\$2,922.13	26,299.17
Total for 5830 Insurance Expense/General & Liability Insurance						\$2,922.13	
5831 Technical & Performance Audits							
Beginning Balance							
Total for 5831 Technical & Performance Audits							204.02
5832 Legal							
Beginning Balance							
							1,425.98
01-07-2018	Bill	8575	Davidson Houle Allen LLP	OCSCC 976 General Matters 38287-1 - Recording Secretary (invoiced on June 30, 2018)	2000 Accounts Payable	\$247.47	1,673.45
Total for 5832 Legal						\$247.47	
5833 Audit-Accounting							
Beginning Balance							
Total for 5833 Audit-Accounting							1,469.00
Total for 5800 Administrative & Professional Expenses						\$8,474.01	

## 1010 Cash Operating Account, Period Ending 31-07-2018

## RECONCILIATION REPORT

Reconciled on: 09-08-2018

Reconciled by: Jen Walker

Any changes made to transactions after this date aren't included in this report.

## Summary

CAD

Statement beginning balance.....	28,117.42
Cheques and payments cleared (36).....	-87,576.99
Deposits and other credits cleared (179).....	66,417.58
Statement ending balance.....	6,958.01

Register balance as of 31-07-2018.....	6,958.01
Cleared transactions after 31-07-2018.....	0.00
Uncleared transactions after 31-07-2018.....	50,593.32
Register balance as of 09-08-2018.....	57,551.33

## Details

## Cheques and payments cleared (36)

DATE	TYPE	REF NO.	PAYEE	AMOUNT (CAD)
20-06-2018	Bill Payment	000143	Tarion Warranty Corporation	-1,130.00
03-07-2018	Expense			-17,250.00
03-07-2018	Bill Payment	RBCX0783	Rogers A/C # 240-757996108	-144.50
03-07-2018	Bill Payment		Bell A/C # 613 563 2035 (302)	-50.57
03-07-2018	Bill Payment		Bell A/C # 613 238 8558 (110)	-192.68
03-07-2018	Bill Payment		CI Property Management	-4,078.31
03-07-2018	Bill Payment		Hydro Ottawa-300 LETT ST PL	-6,347.81
04-07-2018	Bill Payment	FCN_8767-2	Security.ca Corporation	-1,817.04
04-07-2018	Bill Payment	FCN_8767-3	Spot Maintenance Ltd.	-5,327.95
04-07-2018	Bill Payment	FCN_8767-4	ThyssenKrupp Elevator (Canada)...	-1,678.83
04-07-2018	Bill Payment	FCN_8767-1	Ram Overhead Door Systems Ltd.	-411.04
04-07-2018	Bill Payment	FCN_8766-4	Regionex	-175.15
04-07-2018	Bill Payment	FCN_8766-3	Pyron Fire Protection Inc.	-339.00
04-07-2018	Bill Payment	FCN_8766-2	Optimum Mechanical Solutions	-7,861.03
04-07-2018	Bill Payment	FCN_8766-1	Ainger Cabling + Security	-910.44
04-07-2018	Bill Payment	FCN_8765-2	CI Property Management	-2,735.08
04-07-2018	Bill Payment	FCN_8765-1	10424161 Canada Inc.	-5,578.65
04-07-2018	Bill Payment	FCN_8767-5	Total Power Limited	-906.26
04-07-2018	Bill Payment	FCN_8768	Spot Maintenance Ltd.	-2,710.30
04-07-2018	Bill Payment	FCN_8767-11	Nutri-Lawn Ottawa	-993.27
04-07-2018	Bill Payment	FCN_8767-10	Brown & Associates	-13,188.84
04-07-2018	Bill Payment	FCN_8767-9	Evolution Building Services	-653.11
04-07-2018	Bill Payment	FCN_8767-8	Dan's BodyBuilding Equipment Inc.	-219.22
04-07-2018	Bill Payment	FCN_8767-7	Davidson Houle Allen LLP	-250.00
04-07-2018	Bill Payment	FCN_8767-6	Lock Solutions Inc.	-158.14
05-07-2018	Bill Payment		Enbridge-300 LETT ST	-1,229.50
06-07-2018	Expense			-56.50
06-07-2018	Expense			-13.54
06-07-2018	Expense			-2,922.13
16-07-2018	Bill Payment		Hydro Ottawa-300 LETT ST FP	-21.82
17-07-2018	Bill Payment	FCN_8770_1	10424161 Canada Inc.	-50.85
17-07-2018	Bill Payment	FCN_8770_2	Nutri-Lawn Ottawa	-1,984.28
17-07-2018	Bill Payment	FCN_8770_4	ThyssenKrupp Elevator (Canada)...	-1,386.29
17-07-2018	Bill Payment	RBCX	Rogers A/C # 240-758038402	-51.92
17-07-2018	Bill Payment	FCN_8770_3	QUALPRO MANAGEMENT INC.	-988.75
18-07-2018	Bill Payment		Ottawa Water & Sewer-300 LETT...	-3,764.19

Total -87,576.99

## Deposits and other credits cleared (179)

DATE	TYPE	REF NO.	PAYEE	AMOUNT (CAD)
03-07-2018	Receive Payment		215 Dawn & Ryan Potter	685.08
03-07-2018	Receive Payment		113 - Mohamed & Fozia Adour	782.02
03-07-2018	Receive Payment		112 - Nancy Suggars	782.02
03-07-2018	Receive Payment		114 Bazin /Cave	782.02
03-07-2018	Receive Payment		111 - Clifford & Kierstin Groen	782.02

DATE	TYPE	REF NO.	PAYEE	AMOUNT (CAD)
03-07-2018	Receive Payment		326 - Marc Seguin	332.62
03-07-2018	Receive Payment		303 Matthew Grodsinsky	332.62
03-07-2018	Receive Payment		119 - Bruce Vo	332.62
03-07-2018	Receive Payment		706 - Aimee Anseme	335.24
03-07-2018	Receive Payment		108 - Maneet Singh	338.19
03-07-2018	Receive Payment		221 - Beata Picur	338.19
03-07-2018	Receive Payment		514 - Adel Kyrollos	338.19
03-07-2018	Receive Payment		613 - Mohammad Harandi	338.19
03-07-2018	Receive Payment		315 - Andrew Shalaby	338.19
03-07-2018	Receive Payment		609 - Phillip Fortier	342.87
03-07-2018	Receive Payment		510 - Iliana Virginia Mican	342.87
03-07-2018	Receive Payment		411 - Robert Rotter	342.87
03-07-2018	Receive Payment		316 - Khalid Anouar	347.50
03-07-2018	Receive Payment		401 - James Hacking	375.37
03-07-2018	Receive Payment		301 - Danya Hudson	375.37
03-07-2018	Receive Payment		806 - Dorisse Fraser	382.33
03-07-2018	Receive Payment		328 - Andrew Pettinger	382.33
03-07-2018	Receive Payment		309 - Qamar Mahmood	393.39
03-07-2018	Receive Payment		608 - Elza Piourveeva	440.49
03-07-2018	Receive Payment		508 - Fred Kung	440.49
03-07-2018	Receive Payment		203 - James Baribault	440.49
03-07-2018	Receive Payment		409 - Elena Harding	440.49
03-07-2018	Receive Payment		106 - Claude & Nicole Lauzon	475.32
03-07-2018	Receive Payment		501 - Safet Hadzifezovic	482.29
03-07-2018	Receive Payment		601 - Stephen Zaluski	482.96
03-07-2018	Receive Payment		120 - Adelene Gaw	500.85
03-07-2018	Receive Payment		121 - Ashley Casovan	500.85
03-07-2018	Receive Payment		515 - Ryan Roy	507.81
03-07-2018	Receive Payment		507 - Ed McKenna & Cindy Cowan	512.50
03-07-2018	Receive Payment		308 - Lovejoy Nazareth	512.50
03-07-2018	Receive Payment		408 - Travis Rody	512.50
03-07-2018	Receive Payment		607 -Malcolm & Marilyn Robert	512.50
03-07-2018	Receive Payment		117 - Helen Tsang & Patrice Riffault	526.44
03-07-2018	Receive Payment		702 - Michael Grantham	526.44
03-07-2018	Receive Payment		418 - Brenda Zhang	526.44
03-07-2018	Receive Payment		802 - Robert Monahan & Lisa Ha...	526.44
03-07-2018	Receive Payment		517 - Kristina Dion & Doug Bowman	526.44
03-07-2018	Receive Payment		210 - Karen Chen	526.44
03-07-2018	Receive Payment		218 - Claude Camire & Michelle B...	526.44
03-07-2018	Receive Payment		616 - Froncoise Camire	526.44
03-07-2018	Receive Payment		615 - John & Claudette Bech	582.18
03-07-2018	Receive Payment		417 - Fiona & Andrew Peters	582.18
03-07-2018	Receive Payment		801 - Reynald Fraser	582.18
03-07-2018	Receive Payment		323 - Saverio & Lisa Parrotta	582.18
03-07-2018	Receive Payment		701 - Susan Pelletier & Gregory A...	582.85
03-07-2018	Receive Payment		116 - Sarah Healy	589.14
03-07-2018	Receive Payment		211 - Miquelon Deller	605.42
03-07-2018	Receive Payment		216 - Marc Sally	605.42
03-07-2018	Receive Payment		703 - Valerie Oles	612.39
03-07-2018	Receive Payment		803 - David Lewis	612.39
03-07-2018	Receive Payment		617 - Pelletier & McCune	612.39
03-07-2018	Receive Payment		105 - Russell Hall & Carla Schnitz...	617.01
03-07-2018	Receive Payment		107 - Edith Pastuch	617.01
03-07-2018	Receive Payment		410 - John Adams	617.01
03-07-2018	Receive Payment		104- Donald Turcotte	617.01
03-07-2018	Receive Payment		204- Beverly McLachlin	617.01
03-07-2018	Receive Payment		103 - Vanida Phonsavath	617.01
03-07-2018	Receive Payment		102 - Dilara Jakupovic	617.02
03-07-2018	Receive Payment		214 - Sullivan, Brad & Cindiann	637.98
03-07-2018	Receive Payment		213 Juan Trujillo	637.99
03-07-2018	Receive Payment		518 - Yi Jin & Jie Wen	659.49
03-07-2018	Receive Payment		310 - Gerald Witieveen	664.11
03-07-2018	Receive Payment		320 - Brent Robinson & John Sav...	668.13
03-07-2018	Receive Payment		319 - Zepporah Toh	668.13
03-07-2018	Receive Payment		306 - Ryan Pinto	332.62
03-07-2018	Receive Payment		313 - Eloise Cataudella	332.62
03-07-2018	Receive Payment		503 - Kerry-Ann Taylor	332.62
03-07-2018	Receive Payment		422 - Ernst Radloff	335.24
03-07-2018	Receive Payment		415 - Jonathan Wells	338.19
03-07-2018	Receive Payment		205 - Kheechuong Howkit	342.87
03-07-2018	Receive Payment		311 - Janet Lew	342.87

DATE	TYPE	REF NO.	PAYEE	AMOUNT (CAD)
03-07-2018	Receive Payment		620 - Marilyn Low	382.33
03-07-2018	Receive Payment		614 - Alexander Arruda	507.81
03-07-2018	Receive Payment		324 - Yoon Hyung Kim	526.44
03-07-2018	Receive Payment		509 - Charbel El-Helou	617.01
03-07-2018	Receive Payment		212 - Julian Bobby De Guzman	637.99
03-07-2018	Receive Payment		201 - Andrew Ouimet	326.93
03-07-2018	Receive Payment		C036 Peter Bujan / Jyotsna Venk...	47.10
03-07-2018	Receive Payment		A010 Parking - Emily Leung & Mi...	47.10
03-07-2018	Receive Payment		619 - Kerri Beland	285.53
03-07-2018	Receive Payment		602 - Michael Menechian	285.53
03-07-2018	Receive Payment		206 - Hussam Abo Shaeir	285.53
03-07-2018	Receive Payment		511 - Saad Bashir	285.53
03-07-2018	Receive Payment		618 - Jian Wang	285.53
03-07-2018	Receive Payment		519 Eric Turgeon & Colette Angle...	285.53
03-07-2018	Receive Payment		220 - Mckenzie O'neil	285.53
03-07-2018	Receive Payment		520 - Phuong Lam & Shuo Li	285.53
03-07-2018	Receive Payment		704 - Stephanie Scarlett	285.53
03-07-2018	Receive Payment		209 - Syed Rizvi	291.09
03-07-2018	Receive Payment		416 - Aakash Sharma	312.06
03-07-2018	Receive Payment		201 - Andrew Ouimet	325.93
03-07-2018	Receive Payment		302 - Carlos Flores	326.60
03-07-2018	Receive Payment		414 - Kyle Henderson	326.60
03-07-2018	Receive Payment		513 - Jun Hu	326.60
03-07-2018	Receive Payment		314 - Kam Ming Wong	326.60
03-07-2018	Receive Payment		208 - Dan Kosabek	326.60
03-07-2018	Receive Payment		612 - Gary Zed	326.60
03-07-2018	Receive Payment		402 - Yola Aurore Lamour	327.27
03-07-2018	Receive Payment		504 - Juliana Cheung-Ha	332.62
03-07-2018	Receive Payment		403 - Margaret Chan	332.62
03-07-2018	Receive Payment		327 - Jason Hoang	332.62
03-07-2018	Receive Payment		307 - Patrick Dang	332.62
03-07-2018	Receive Payment		512 - Hao Chen	332.62
03-07-2018	Receive Payment		805 - Jake Richardson	332.62
03-07-2018	Receive Payment		109 - Patrick Van Abbema	332.62
03-07-2018	Receive Payment		505 - Kacie Ha	332.62
03-07-2018	Receive Payment		604 - Simon Ha	332.62
03-07-2018	Receive Payment		610 - Gary Zed	332.62
03-07-2018	Receive Payment		611 - Gary Zed	332.62
03-07-2018	Receive Payment		312 - Wu Ping Wei	332.62
03-07-2018	Receive Payment		207 - Kyle Gray	332.62
03-07-2018	Receive Payment		606 - Sophie Morin & Marc Lamo...	332.62
03-07-2018	Receive Payment		603 - Talia Silvestri	332.62
03-07-2018	Receive Payment		502 - Marina Janjis	332.62
03-07-2018	Receive Payment		407 - Michael Bruce & Christine F...	332.62
03-07-2018	Receive Payment		305 - 9469630 Canada Inc. S. Ni...	332.62
03-07-2018	Receive Payment		405 - Saro Khatchadourian	332.62
03-07-2018	Receive Payment		605 - Sasa Radakovic	332.62
03-07-2018	Receive Payment		406 - Dimitri Della Faille De Lever...	332.62
03-07-2018	Receive Payment		420 - Sehar Rehman	332.62
03-07-2018	Receive Payment		412 - Robert Leafloor	332.62
03-07-2018	Receive Payment		705 - Alexander Zakharov	332.62
03-07-2018	Receive Payment		804 - Fan Zhang	332.62
03-07-2018	Receive Payment		421 - Adel Kyrollos	332.62
03-07-2018	Receive Payment		413 - Vishwath Kumar	332.62
03-07-2018	Receive Payment		304 - Kathy Liu	332.62
03-07-2018	Receive Payment		404 - Adam Rowlands	332.62
03-07-2018	Receive Payment		506 - Junliang Liu	332.62
05-07-2018	Deposit			48.00
10-07-2018	Receive Payment		Claridge Homes (115)	762.12
11-07-2018	Receive Payment	509	OCSCC 868	601.56
12-07-2018	Deposit			48.00
16-07-2018	Receive Payment		A163 Storage - Claridge Homes	0.67
16-07-2018	Receive Payment		A105 Storage - Claridge Homes	0.67
16-07-2018	Receive Payment		A125 Storage - Claridge Homes	0.67
16-07-2018	Receive Payment		A130 Storage - Claridge Homes	0.67
16-07-2018	Receive Payment		A094 Storage - Claridge Home	0.67
16-07-2018	Receive Payment		A151 Storage - Claridge Homes	0.67
16-07-2018	Receive Payment		A071 Storage - Claridge Homes	0.67
16-07-2018	Receive Payment		A022 Storage -Claridge Homes	0.67
16-07-2018	Receive Payment		A102 Storage - Claridge Homes	0.67
16-07-2018	Receive Payment		A126 Storage - Claridge Homes	0.67

DATE	TYPE	REF NO.	PAYEE	AMOUNT (CAD)
16-07-2018	Receive Payment		A099 Storage - Claridge Homes	0.67
16-07-2018	Receive Payment		A159 Storage - Claridge Homes	0.67
16-07-2018	Receive Payment		A118 Storage - Claridge Homes	0.67
16-07-2018	Receive Payment		A140 Storage - Claridge Homes	0.67
16-07-2018	Receive Payment		A055 Storage - Claridge Homes	0.67
16-07-2018	Receive Payment		A117 Storage _ Claridge Homes	0.67
16-07-2018	Receive Payment		B001 Parking - Claridge Homes	47.10
16-07-2018	Receive Payment		B032 Parking - Claridge Homes	47.10
16-07-2018	Receive Payment		C019 Parking - Claridge Homes	47.10
16-07-2018	Receive Payment		B024 Parking - Claridge Homes	47.10
16-07-2018	Receive Payment		B031 Parking - Claridge Homes	47.10
16-07-2018	Receive Payment		B084 Parking - Claridge Homes	47.10
16-07-2018	Receive Payment		C024 Parking - Claridge Homes	47.10
16-07-2018	Receive Payment		A007 Parking - Claridge Homes	47.10
16-07-2018	Receive Payment		C023 Parking - Claridge Homes	47.10
16-07-2018	Receive Payment		C014 Parking - Claridge Homes	47.10
16-07-2018	Receive Payment		Parking - Claridge Homes (B029)	47.10
16-07-2018	Receive Payment		B021 Parking - Claridge Homes	47.10
16-07-2018	Receive Payment		B014 Parking - Claridge Homes	47.10
16-07-2018	Receive Payment		B002 Parking - Claridge Homes	47.10
16-07-2018	Receive Payment		202 - Claridge Homes	464.74
16-07-2018	Receive Payment		419 - Claridge Homes	564.62
16-07-2018	Receive Payment		Claridge Homes (118)	564.62
16-07-2018	Receive Payment		219 - Claridge Homes	564.62
16-07-2018	Receive Payment		Claridge Homes (325)	564.62
16-07-2018	Receive Payment		101 - Claridge Homes	597.52
16-07-2018	Receive Payment		Claridge Homes (321)	622.71
16-07-2018	Receive Payment		318 - Claridge Homes	622.71
16-07-2018	Receive Payment		322 - Claridge Homes	636.64
16-07-2018	Receive Payment		317 - Claridge Homes	636.64
16-07-2018	Receive Payment		110 - Claridge Homes	762.12
24-07-2018	Receive Payment		G1-100A - Lorna Joan Acheson D...	572.86

**Total** 66,417.58

#### Additional Information

Uncleared cheques and payments after 31-07-2018

DATE	TYPE	REF NO.	PAYEE	AMOUNT (CAD)
01-08-2018	Bill Payment		CI Property Management	-4,078.31
01-08-2018	Bill Payment		Bell A/C # 613 563 2035 (302)	-50.57
01-08-2018	Bill Payment		Enbridge-300 LETT ST	-952.21
08-08-2018	Bill Payment	RBCX5131	Rogers A/C # 240-757996108	-72.25
08-08-2018	Bill Payment	RBCX5036	Rogers A/C # 240-758038402	-103.84

**Total** -5,257.18

Uncleared deposits and other credits after 31-07-2018

DATE	TYPE	REF NO.	PAYEE	AMOUNT (CAD)
01-08-2018	Receive Payment		401 - James Hacking	375.37
01-08-2018	Receive Payment		301 - Danya Hudson	375.37
01-08-2018	Receive Payment		806 - Dorisse Fraser	382.33
01-08-2018	Receive Payment		328 - Andrew Pettinger	382.33
01-08-2018	Receive Payment		309 - Qamar Mahmood	393.39
01-08-2018	Receive Payment		508 - Fred Kung	440.49
01-08-2018	Receive Payment		203 - James Baribault	440.49
01-08-2018	Receive Payment		409 - Elena Harding	440.49
01-08-2018	Receive Payment		608 - Elza Piourveeva	440.49
01-08-2018	Receive Payment		106 - Claude & Nicole Lauzon	475.32
01-08-2018	Receive Payment		501 - Safet Hadzifejzovic	482.29
01-08-2018	Receive Payment		601 - Stephen Zaluski	482.96
01-08-2018	Receive Payment		121 - Ashley Casovan	500.85
01-08-2018	Receive Payment		120 - Adelene Gaw	500.85
01-08-2018	Receive Payment		515 - Ryan Roy	507.81
01-08-2018	Receive Payment		507 - Ed McKenna & Cindy Cowan	512.50
01-08-2018	Receive Payment		408 - Travis Rody	512.50
01-08-2018	Receive Payment		308 - Lovejoy Nazareth	512.50
01-08-2018	Receive Payment		607 -Malcolm & Marilyn Robert	512.50
01-08-2018	Receive Payment		517 - Kristina Dion & Doug Bowman	526.44

DATE	TYPE	REF NO.	PAYEE	AMOUNT (CAD)
01-08-2018	Receive Payment		218 - Claude Camire & Michelle B...	526.44
01-08-2018	Receive Payment		210 - Karen Chen	526.44
01-08-2018	Receive Payment		702 - Michael Grantham	526.44
01-08-2018	Receive Payment		616 - Froncoise Camire	526.44
01-08-2018	Receive Payment		418 - Brenda Zhang	526.44
01-08-2018	Receive Payment		802 - Robert Monahan & Lisa Ha...	526.44
01-08-2018	Receive Payment		117 - Helen Tsang & Patrice Riffault	526.44
01-08-2018	Receive Payment		G1-100A - Lorna Joan Acheson D...	572.87
01-08-2018	Receive Payment		801 - Reynald Fraser	582.18
01-08-2018	Receive Payment		417 - Fiona & Andrew Peters	582.18
01-08-2018	Receive Payment		615 - John & Claudette Bech	582.18
01-08-2018	Receive Payment		323 - Saverio & Lisa Parrotta	582.18
01-08-2018	Receive Payment		701 - Susan Pelletier & Gregory A...	582.85
01-08-2018	Receive Payment		116 - Sarah Healy	589.14
01-08-2018	Receive Payment		211 - Miquelon Deller	605.42
01-08-2018	Receive Payment		216 - Marc Sally	605.42
01-08-2018	Receive Payment		703 - Valerie Oles	612.39
01-08-2018	Receive Payment		803 - David Lewis	612.39
01-08-2018	Receive Payment		617 - Pelletier & McCune	612.39
01-08-2018	Receive Payment		118 - Louis David Bergeron	612.39
01-08-2018	Receive Payment		104- Donald Turcotte	617.01
01-08-2018	Receive Payment		107 - Edith Pastuch	617.01
01-08-2018	Receive Payment		410 - John Adams	617.01
01-08-2018	Receive Payment		204- Beverly McLachlin	617.01
01-08-2018	Receive Payment		105 - Russell Hall & Carla Schnitz...	617.01
01-08-2018	Receive Payment		103 - Vanida Phonsavath	617.01
01-08-2018	Receive Payment		102 - Dilara Jakupovic	617.02
01-08-2018	Receive Payment		214 - Sullivan, Brad & Cindiann	637.98
01-08-2018	Receive Payment		213 Juan Trujillo	637.99
01-08-2018	Receive Payment		518 - Yi Jin & Jie Wen	659.49
01-08-2018	Receive Payment		310 - Gerald Witieveen	664.11
01-08-2018	Receive Payment		319 - Zepporah Toh	668.13
01-08-2018	Receive Payment		320 - Brent Robinson & John Sav...	668.13
01-08-2018	Receive Payment		321 - Nancy & Alan Jowett	671.15
01-08-2018	Receive Payment		215 Dawn & Ryan Potter	685.08
01-08-2018	Receive Payment		113 - Mohamed & Fozia Adour	782.02
01-08-2018	Receive Payment		112 - Nancy Suggars	782.02
01-08-2018	Receive Payment		114 Bazin /Cave	782.02
01-08-2018	Receive Payment		111 - Clifford & Kierstin Groen	782.02
01-08-2018	Receive Payment		115 - Kelly & John Williamson	809.22
01-08-2018	Receive Payment		A010 Parking - Emily Leung & Mi...	47.10
01-08-2018	Receive Payment		C036 Peter Bujan / Jyotsna Venk...	47.10
01-08-2018	Receive Payment		618 - Jian Wang	285.53
01-08-2018	Receive Payment		520 - Phuong Lam & Shuo Li	285.53
01-08-2018	Receive Payment		704 - Stephanie Scarlett	285.53
01-08-2018	Receive Payment		220 - Mckenzie O'neil	285.53
01-08-2018	Receive Payment		511 - Saad Bashir	285.53
01-08-2018	Receive Payment		602 - Michael Menechian	285.53
01-08-2018	Receive Payment		519 Eric Turgeon & Colette Angle...	285.53
01-08-2018	Receive Payment		619 - Kerri Beland	285.53
01-08-2018	Receive Payment		206 - Hussam Abo Shaeir	285.53
01-08-2018	Receive Payment		209 - Syed Rizvi	291.09
01-08-2018	Receive Payment		416 - Aakash Sharma	312.06
01-08-2018	Receive Payment		201 - Andrew Ouimet	325.93
01-08-2018	Receive Payment		513 - Jun Hu	326.60
01-08-2018	Receive Payment		302 - Carlos Flores	326.60
01-08-2018	Receive Payment		414 - Kyle Henderson	326.60
01-08-2018	Receive Payment		612 - Gary Zed	326.60
01-08-2018	Receive Payment		208 - Dan Kosabek	326.60
01-08-2018	Receive Payment		314 - Kam Ming Wong	326.60
01-08-2018	Receive Payment		402 - Yola Aurore Lamour	327.27
01-08-2018	Receive Payment		604 - Simon Ha	332.62
01-08-2018	Receive Payment		606 - Sophie Morin & Marc Lamo...	332.62
01-08-2018	Receive Payment		610 - Gary Zed	332.62
01-08-2018	Receive Payment		611 - Gary Zed	332.62
01-08-2018	Receive Payment		312 - Wu Ping Wei	332.62
01-08-2018	Receive Payment		405 - Saro Khatchadourian	332.62
01-08-2018	Receive Payment		413 - Vishwath Kumar	332.62
01-08-2018	Receive Payment		420 - Sehar Rehman	332.62
01-08-2018	Receive Payment		505 - Kacie Ha	332.62
01-08-2018	Receive Payment		207 - Kyle Gray	332.62



DATE	TYPE	REF NO.	PAYEE	AMOUNT (CAD)
01-08-2018	Receive Payment		412 - Robert Leafloor	332.62
01-08-2018	Receive Payment		421 - Adel Kyrollos	332.62
01-08-2018	Receive Payment		603 - Talia Silvestri	332.62
01-08-2018	Receive Payment		304 - Kathy Liu	332.62
01-08-2018	Receive Payment		307 - Patrick Dang	332.62
01-08-2018	Receive Payment		404 - Adam Rowlands	332.62
01-08-2018	Receive Payment		605 - Sasa Radakovic	332.62
01-08-2018	Receive Payment		327 - Jason Hoang	332.62
01-08-2018	Receive Payment		502 - Marina Janjis	332.62
01-08-2018	Receive Payment		506 - Junliang Liu	332.62
01-08-2018	Receive Payment		512 - Hao Chen	332.62
01-08-2018	Receive Payment		407 - Michael Bruce & Christine F...	332.62
01-08-2018	Receive Payment		805 - Jake Richardson	332.62
01-08-2018	Receive Payment		705 - Alexander Zakharov	332.62
01-08-2018	Receive Payment		109 - Patrick Van Abbema	332.62
01-08-2018	Receive Payment		326 - Marc Seguin	332.62
01-08-2018	Receive Payment		305 - 9469630 Canada Inc. S. Ni...	332.62
01-08-2018	Receive Payment		303 Matthew Grodsinsky	332.62
01-08-2018	Receive Payment		119 - Bruce Vo	332.62
01-08-2018	Receive Payment		504 - Juliana Cheung-Ha	332.62
01-08-2018	Receive Payment		804 - Fan Zhang	332.62
01-08-2018	Receive Payment		403 - Margaret Chan	332.62
01-08-2018	Receive Payment		406 - Dimitri Della Faille De Lever...	332.62
01-08-2018	Receive Payment		706 - Aimee Anseme	335.24
01-08-2018	Receive Payment		315 - Andrew Shalaby	338.19
01-08-2018	Receive Payment		613 - Mohammad Harandi	338.19
01-08-2018	Receive Payment		221 - Beata Picur	338.19
01-08-2018	Receive Payment		514 - Adel Kyrollos	338.19
01-08-2018	Receive Payment		108 - Maneet Singh	338.19
01-08-2018	Receive Payment		510 - Iliana Virginia Mican	342.87
01-08-2018	Receive Payment		411 - Robert Rotter	342.87
01-08-2018	Receive Payment		609 - Phillip Fortier	342.87
01-08-2018	Receive Payment		316 - Khalid Anouar	347.50
02-08-2018	Receive Payment	1-time PAP	606 - Sophie Morin & Marc Lamo...	50.00
03-08-2018	Receive Payment	1-time PAP	325 - Youhua He	612.39
03-08-2018	Receive Payment	195	521 - Iwona Kuszczak	764.66
Total				55,850.50



ROYAL BANK OF CANADA  
P.O. BOX 6011 STATION A  
MONTREAL QC H3C 3B8

# Business Account Statement

RBBD30000\_3906163 E D 00006 00358

June 29, 2018 to July 31, 2018

OTTAWA-CARLETON STANDARD CONDOMINIUM CORPORATION  
OPERATING  
C/O CAPITAL CONCIERGE  
904 LADY ELLEN PL  
OTTAWA ON K1Z 5L5

**Account number:** 00006 107-470-7

**How to reach us:**

Please contact your RBC Banking representative or call  
1-800-Royal®2-0  
(1-800-769-2520)  
[www.rbcroyalbank.com/business](http://www.rbcroyalbank.com/business)

## Account Summary for this Period

### Business Current Account

**Royal Bank of Canada**

90 SPARKS ST, OTTAWA, ON K1P 5T6

Opening balance on June 29, 2018	\$28,117.42
Total deposits & credits (7)	+ 66,417.58
Total cheques & debits (16)	- 87,576.99
<b>Closing balance on July 31, 2018</b>	<b>= \$6,958.01</b>

## Account Activity Details

Date	Description	Cheques & Debits (\$)	Deposits & Credits (\$)	Balance (\$)
	<b>Opening balance</b>			<b>28,117.42</b>
03 Jul	Direct Payment (PAD's) service total GRADS4567210000		52,084.75	80,202.17
	eCheque deposit 13770		5,028.61	
	Account transfer ACTR4818400202	17,250.00		
	Bill payment - 0783 ROGERS CABLE	144.50		
	Telephone Bill Pmt BELL CANADA EFT	50.57		
	Telephone Bill Pmt BELL CANADA EFT	192.68		
	Misc Payment CAPITAL INTEGRA	4,078.31		
	Hydro Bill Pmt Hydro Ottawa	6,347.81		57,166.91
05 Jul	Misc Payment STRIPE		48.00	
	Direct Deposits (PDS) service total GRADS1965410000	45,913.35		
	Utility Bill Pmt Enbridge Gas Pre-authorized	1,229.50		10,072.06



## Business Account Statement

June 29, 2018 to July 31, 2018  
Account number: 00006 107-470-7

### Account Activity Details - continued

Date	Description	Cheques & Debits (\$)	Deposits & Credits (\$)	Balance (\$)
06 Jul	Activity fee	13.54		
	Activity fee	56.50		
	Insurance INTACT INS. CO.	2,922.13		7,079.89
12 Jul	Misc Payment STRIPE		48.00	7,127.89
16 Jul	eCheque deposit 13770		8,033.80	
	Hydro Bill Pmt Hydro Ottawa	21.82		15,139.87
17 Jul	eCheque deposit 13770		601.56	
	Bill payment - 8895 ROGERS CABLE	51.92		15,689.51
18 Jul	Utility Bill Pmt OTTAWA WATER	3,764.19		11,925.32
24 Jul	Direct Payment (PAD's) service total GRADS4567210000		572.86	12,498.18
	Direct Deposits (PDS) service total GRADS1965410000	4,410.17		8,088.01
30 Jul	Cheque - 143	1,130.00		6,958.01
	<b>Closing balance</b>			<b>6,958.01</b>

**Account Fees: \$70.04**



ROYAL BANK OF CANADA  
P.O. BOX 6011 STATION A  
MONTREAL QC H3C 3B8

# Business Account Statement

June 29, 2018 to July 31, 2018  
Account number: 00006 107-470-7

Serial #: 143

Amount: \$1,130.00

OTTAWA-CARLETON STANDARD 976 ROYAL BANK OF CANADA  
SHARES AND SECURITIES  
30 SPADINA STREET  
OTTAWA, ONTARIO K1P 5T8

DATE 20082018  
00MMYYYY

PAY One thousand one hundred thirty and 00/100 \$ \*\*1,130.00

TO THE ORDER OF Taron Warranty Corporation  
5190 Yonge Street  
12th Floor  
Toronto ON M2N 6L9

PER *[Signature]*

0000143 400005=0034 107=470=7

TARON WARRANTY CORPORATION  
GENERAL ACCOUNT  
#77125

20180730  
>18962-004< 0217425008  
TD ISN 144924068 17408

RDC, DEPOSIT / LTD, DEBIT  
DOMINION BANK  
1800777 NS 1000000  
1800777 NS 1000000  
NORTH YORK, ON M2N 6T8 18002-004

Endorsement - Signature or Stamp  
Enregistrement - Signature ou timbre

BACK VERSO

Printer ID# 1021  
ID d'imprimeur 1021

DEPOSIT/DEPOT

# **MONTHLY RESERVE FINANCIAL REPORT**

*OCSCC 976*

*July 2018*

**OCSCC No. 976**  
**Financial Reserve Summary July 2018**

**Reserve**

There have been no expenses from reserve for July 2018.

Investments were at \$337,290.75 on July 31st 2018. Bank account balance was \$39,340.53 on July 31st 2018.

**Conclusion**

Overall currently the condo is currently under budget but still running a high deficit. There will be some reprieve once settlement occurs from Claridge. The pool closure and concierge restricted hours will make up ground for recovery on the deficit. We need to monitor spending closely until the deficit is addressed.

# OCSCC 976 c/o Capital Concierge

## PROFIT AND LOSS

July 2018

	TOTAL
OTHER INCOME	
6001 Contribution from operating	17,250.00
6002 Interest income for reserve	56.23
<b>Total Other Income</b>	<b>17,306.23</b>
PROFIT	<b>\$17,306.23</b>

# OCSCC 976 c/o Capital Concierge

## PROFIT AND LOSS

October 2017 - July 2018

	TOTAL
OTHER INCOME	
6001 Contribution from operating	172,500.00
6002 Interest income for reserve	310.32
<b>Total Other Income</b>	<b>172,810.32</b>
OTHER EXPENSES	
6135 Heating & Air Conditioning HVAC	-4,068.00
<b>Total Other Expenses</b>	<b>-4,068.00</b>
<b>PROFIT</b>	<b>\$176,878.32</b>





**RBC Dominion Securities Inc.**  
**CANADIAN DOLLAR**  
**ACCOUNT STATEMENT**

**JULY 31**  
**2018**

Page 1 of 4

45733



OTTAWA CARLETON STANDARD  
CONDOMINIUM CORPORATION NO. 976  
904 LADY ELLEN PLACE  
OTTAWA ON K1Z 5L5

**ADVISORY TEAM**

**Investment Advisor(s):**

Andras Birkus 613-566-7519  
John Bull 613-566-7555

**Team Member(s):**

Jordan Bondy  
613-566-7552

**Branch Address:**

World Exchange Plaza  
45 O'Connor Street, Suite 900  
Ottawa, Ontario  
K1P 1A4  
Fax : 613-566-7600

**Branch Manager:**

Paul Higgins / Peter Chisholm  
(613) 566-7500

Your Account Number: 501-64821-1-8

Date of Last Statement: JUNE 29, 2018

**ASSET SUMMARY**

	MARKET VALUE AT JULY 31	PERCENTAGE OF MARKET VALUE
Cash	\$1.68	0.00 %
Fixed Income	\$337,289.07	100.00 %
Preferred Shares	\$0.00	0.00 %
Common Shares	\$0.00	0.00 %
Mutual Funds **	\$0.00	0.00 %
Foreign Securities	\$0.00	0.00 %
Managed Assets	\$0.00	0.00 %
Other	\$0.00	0.00 %
<b>Total Value</b>	<b>\$337,290.75</b>	<b>100.00 %</b>

**INCOME SUMMARY**

	THIS MONTH	YEAR-TO-DATE
Dividends	\$0.00	\$0.00
Interest	\$0.00	\$2,861.61
Other	\$0.00	\$0.00
<b>Total Income</b>	<b>\$0.00</b>	<b>\$2,861.61</b>

**CASH BALANCE**

ACCOUNT TYPE	OPENING BALANCE AT JUNE 29	CLOSING BALANCE AT JULY 31
Cash	\$11.68	\$1.68

RECEIVED

AUG 13 2018

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Regulated by  
Investment Industry Regulatory  
Organization of Canada



# RBC Dominion Securities Inc.

## CANADIAN DOLLAR

## ACCOUNT STATEMENT

**JULY 31**  
**2018**

Your Account Number: 501-64821-1-8

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### ASSET REVIEW

( Exchange rate 1USD = 1.3001 CAD as of JULY 31, 2018 )

SECURITY SYMBOL	QUANTITY/ SEGREGATED	MKT. PRICE	BOOK COST	MARKET VALUE
--------------------	-------------------------	---------------	--------------	-----------------

### FIXED INCOME

EQUITABLE BANK GIC - ANNUAL DUE 05/25/2021 3.020%	34,500 34,500	100.000	34,500.00	\$34,694.11 <sup>1</sup>
HOME TRUST COMPANY GIC - ANNUAL DUE 06/23/2022 2.950%	97,000 97,000	100.000	97,000.00	\$97,297.91 <sup>1</sup>
CANADIAN TIRE BANK GIC - ANNUAL DUE 08/03/2022 2.400%	53,000 53,000	100.000	53,000.00	\$54,261.55 <sup>1</sup>
ICICI BANK CANADA GIC - ANNUAL DUE 09/26/2022 2.620%	15,000 15,000	100.000	15,000.00	\$15,331.63 <sup>1</sup>
ICICI BANK CANADA GIC - ANNUAL DUE 10/19/2022 2.720%	15,000 15,000	100.000	15,000.00	\$15,318.58 <sup>1</sup>
EQUITABLE BANK GIC - ANNUAL DUE 11/28/2022 2.770%	15,000 15,000	100.000	15,000.00	\$15,280.04 <sup>1</sup>
EQUITABLE BANK GIC - ANNUAL DUE 12/19/2022 2.750%	15,000 15,000	100.000	15,000.00	\$15,253.15 <sup>1</sup>
LAURENTIAN BANK GIC - ANNUAL DUE 01/23/2023 2.830%	17,250 17,250	100.000	17,250.00	\$17,502.78 <sup>1</sup>
ICICI BANK CANADA GIC - ANNUAL DUE 02/21/2023 2.940%	17,250 17,250	100.000	17,250.00	\$17,473.70 <sup>1</sup>
GENERAL BANK OF CDA GIC - ANNUAL DUE 04/03/2023 3.050%	17,280 17,280	100.000	17,280.00	\$17,451.83 <sup>1</sup>
CANADIAN TIRE BANK GIC - ANNUAL DUE 06/29/2023 3.100%	20,100 20,100	100.000	20,100.00	\$20,154.63 <sup>1</sup>
CANADIAN TIRE BANK GIC - ANNUAL DUE 07/25/2023 3.230%	17,260 17,260	100.000	17,260.00	\$17,269.16 <sup>1</sup>
<b>Total Value of Fixed Income</b>			333,640.00	\$337,289.07

**Total Value of All Securities**

333,640.00 \$337,289.07

- CONTINUED ON NEXT PAGE -

JTA2981582-0182930-45733



**RBC Dominion Securities Inc.**  
**CANADIAN DOLLAR**  
**ACCOUNT STATEMENT**

**JULY 31**  
**2018**

Your Account Number: 501-64821-1-8 3 of 4

**ACCOUNT ACTIVITY**

DATE	ACTIVITY	DESCRIPTION	QUANTITY	PRICE /RATE	DEBIT	CREDIT
		<b>Opening Balance (JUNE 29, 2018)</b>				\$11.68
JULY 17	DEPOSIT	AS OF 07/16/18 DEPOSIT FROM RBC				17,250.00
JULY 25	BOUGHT	CANADIAN TIRE BANK GIC - ANNUAL DUE 07/25/2023 03.230% JUL 25 #180724-B107A4	17,260	100.00	17,260.00	
		<b>Closing Balance (JULY 31, 2018)</b>				\$1.68



JTA2981582-0182931-45733-0002-0002-00-

**RBC Dominion Securities Inc.**  
**CANADIAN DOLLAR**  
**ACCOUNT STATEMENT**

**JULY 31**  
**2018**

Your Account Number: 501-64821-1-8

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**Head Office Address:**

RBC Dominion Securities Inc.  
P.O. BOX 50

Royal Bank Plaza

Toronto, Ontario

Canada M5J 2W7

GST/HST Registration # 889767471

If you have a service request or a question about your statement or a service charge, please phone your Investment Advisor at the phone number listed on the front of this statement. Unresolved problems or complaints should be forwarded in writing to:

**Telephone:** (416) 363-1019

**Internet:** www.rbcds.com

**QST Registration # 889767471**

**RBC DOMINION SECURITIES**

Compliance Department

P.O. BOX 50, Royal Bank Plaza

Toronto, Ontario

M5J 2W7

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- Unless otherwise advised, the Book Cost means: In the case of a long security position, the total amount paid for the security, including any transaction charges related to the purchase, adjusted for reinvested distributions, returns of capital and corporate actions; or in the case of a short security position, the total amount received for the security, net of any transaction charges related to the sale, adjusted for any distributions (other than dividends), returns of capital and corporate actions. Where a book cost is not available on a security position, market value will be used to calculate the book cost.
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- A copy of our most recent financial statements, a list of directors and senior officers and information about commissions, fees and administrative proceedings that may relate to RBC Dominion Securities or to its employees are available to you upon written request directed to our Head Office address listed above.
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- Please contact your local branch or the Head Office address listed above for a copy of the brochure.
- All income reported in the "Income Summary" of your account statement is for information purposes only and should not be used for tax reporting purposes. Where applicable, any income that is taxable will be reported on the appropriate tax slips.
- We act as principal on foreign currency conversions and fixed income transactions and apply discretionary currency conversion rates. The foreign currency conversion rate shown on the confirmation statement includes our spread-based revenues for performing this function. Spread means the difference between the rate we obtain and the rate you receive.
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**FOOTNOTES**

\* - Indicates fully paid for securities registered in your name and held by us on your behalf.

# - Part of all of the Book Cost on this security position has been provided by a source other than RBC Dominion Securities. As such, RBC Dominion Securities is not responsible for the completeness or accuracy of the information provided.

1 - Includes accrued interest.

2 - Part of or all of the Book Cost on this security position is unknown resulting in the use of market value. The market value applied was September 30, 2015 or later, depending on the transaction activity for this security position. Please contact your Investment Advisor to update the statement records.

3 - The Book Cost of this security is temporarily unavailable due to a pending corporate action event. Please contact your Investment Advisor for additional information.

o - Market value of non-prospectus qualified investment funds (each a "Fund"), disclosed on this statement, is calculated by the fund manager in arrears and may not reflect the actual net asset value from the previous calendar quarter. This market value is an estimate and excludes any unrealized gain / loss on the underlying positions of the Funds for the current calendar quarter.

■ - The Book Cost of this security cannot be determined. Please contact your Investment Advisor for additional information.

\*\* - Segregated Funds are included in the Total Value of Mutual Funds.

\*\*\* - Converted U.S. dollar contributions or withdrawals are included in your plan summary.

4 - This security may be subject to a deferred sales charge at the time that it is sold.

■ - There is no active market for this security so its market value has been estimated.

## 1020 Cash Reserve, Period Ending 31-07-2018

## RECONCILIATION REPORT

Reconciled on: 09-08-2018

Reconciled by: Jen Walker

Any changes made to transactions after this date aren't included in this report.

## Summary

CAD

Statement beginning balance.....	39,285.50
Cheques and payments cleared (2).....	-17,251.20
Deposits and other credits cleared (2).....	17,306.23
Statement ending balance.....	<u>39,340.53</u>
Register balance as of 31-07-2018.....	39,340.53
Cleared transactions after 31-07-2018.....	0.00
Uncleared transactions after 31-07-2018.....	17,314.50
Register balance as of 09-08-2018.....	<u>56,655.03</u>

## Details

## Cheques and payments cleared (2)

DATE	TYPE	REF NO.	PAYEE	AMOUNT (CAD)
06-07-2018	Expense			-1.20
16-07-2018	Expense			-17,250.00
Total				-17,251.20

## Deposits and other credits cleared (2)

DATE	TYPE	REF NO.	PAYEE	AMOUNT (CAD)
03-07-2018	Deposit			17,250.00
03-07-2018	Deposit			56.23
Total				17,306.23

## Additional Information

## Uncleared cheques and payments after 31-07-2018

DATE	TYPE	REF NO.	PAYEE	AMOUNT (CAD)
06-08-2018	Expense			-1.20
Total				-1.20

## Uncleared deposits and other credits after 31-07-2018

DATE	TYPE	REF NO.	PAYEE	AMOUNT (CAD)
01-08-2018	Deposit			65.70
02-08-2018	Deposit			17,250.00
Total				17,315.70



ROYAL BANK OF CANADA  
P.O. BOX 6011 STATION A  
MONTREAL QC H3C 3B8

# Business Account Statement

RBDDA30000\_3906163 E D 00006 00359

June 29, 2018 to July 31, 2018

OTTAWA-CARLETON STANDARD CONDOMINIUM CORPORATION  
RESERVE  
C/O CAPITAL CONCIERGE  
904 LADY ELLEN PL  
OTTAWA ON K1Z 5L5

**Account number:** 00006 107-472-3

**How to reach us:**

Please contact your RBC Banking representative or call  
1-800-Royal®2-0  
(1-800-769-2520)  
[www.rbcroyalbank.com/business](http://www.rbcroyalbank.com/business)

## Account Summary for this Period

### Business Current Account

**Royal Bank of Canada**  
90 SPARKS ST, OTTAWA, ON K1P 5T6

Opening balance on June 29, 2018	\$39,285.50
Total deposits & credits (2)	+ 17,306.23
Total cheques & debits (2)	- 17,251.20
<b>Closing balance on July 31, 2018</b>	<b>= \$39,340.53</b>

## Account Activity Details

Date	Description	Cheques & Debits (\$)	Deposits & Credits (\$)	Balance (\$)
	<b>Opening balance</b>			<b>39,285.50</b>
03 Jul	Account transfer 976 RFT		17,250.00	56,535.50
	Deposit interest		56.23	56,591.73
06 Jul	Activity fee	1.20		56,590.53
16 Jul	Online Banking payment - 6810 DOMINION SEC	17,250.00		39,340.53
	<b>Closing balance</b>			<b>39,340.53</b>

**Deposit Interest Earned: \$56.23**

**Account Fees: \$1.20**

02 August 2018

Eric Chouinard  
c/o Delaney's Law Firm  
543 Somerset Street West  
Ottawa, ON K1R 5Z9  
Tel: 613-233-7000  
Fax: 1-866-846-4191

Re:	Purchaser	Eric Chouinard
	Vendor	Claridge Homes (Lebreton Flats Phase 3) Inc.
	Address	322 - 300 Lett Street, Ottawa, ON K1R 0B8
	Legal Desc	Unit 22, Level 3, Ottawa Carleton Standard Condominium Corporation 976
	Legal Desc	Parking Unit 14, Level B Locker Unit 105, Level A
	Closing Date	10 August 2018
	Our File No.	976_322
	Your File No.	2018-141
	Order No.	99641

Pursuant to your request of 27 July 2018 please find enclosed a current Status Certificate as per the *Condominium Act, 1998* and documentation package relating to the above-referenced property.

Please note that our office requires written confirmation from the lawyer that this transaction of sale has closed. In addition, please provide us with the full name, address, email address, and telephone number of the purchaser so that we may correspond with the new owner with future Corporation business.

Regards,

Michael Barnett  
Property Manager  
Capital Integral Property Management  
"As Agents for OCSCC 976"

*\* The information provided in this Status Certificate is as accurate as the information made available at the time of preparation of this document. The party addressed above who ordered the certificate (directly or through a law office or realtor) is allowed to use the information and is with whom we have a liability relationship with regards to the information, exclusively. A third party cannot hold us liable. Each party relying on the information is required to order their own status certificate.*

**STATUS CERTIFICATE**  
**(Under subsection 76 (1) of the *Condominium Act, 1998*)**  
**Updated 23 March 2018**

**OTTAWA CARLETON STANDARD CONDOMINIUM CORPORATION No. 976**  
**LF3**

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Ottawa Carleton Standard Condominium Corporation No. 976 (known as the "Corporation") certifies that as of the date of this certificate:

**GENERAL INFORMATION CONCERNING THE CORPORATION**

1. Mailing address: See below
2. Address of service: See below
3. Property Manager: Michael Barnett - mbarnett@cimanagement.ca  
Capital Integral Property Management  
904 Lady Ellen Place  
Ottawa ON K1Z 5L5  
Tel: 613-722-1232  
Fax: 613-651-0306
4. The Directors and Officers of the Corporation are:  
John Adams, Director, President, OOP, 2016-2019  
Elena Harding, Director, Treasurer, 2016-2019  
Kyle Gray, Director, 29 March 2017-2020  
Ed McKenna, Director, 29 March 2017-2018  
Doug Bowman, Director, 29 March 2017-2018

**COMMON EXPENSES / JOINT USE MAINTENANCE FEES**

5. The current Owner(s) of Unit 22, Level 3, known as 322 - 300 Lett Street, Parking Unit 14, Level B; Locker Unit 105, Level A; Ottawa, Ontario of Ottawa Carleton Standard Condominium Corporation 976 registered in the Land Registry Office for the Land Titles (or Registry) Division of Ottawa **IS in default** in the payment of common expenses, in the amount \$684.41.
6. The current monthly Condominium Fee for the suite is \$636.64, 1 parking unit is \$47.10, and 1 locker is \$0.67 due and payable on the first day of each month.

Payments on accounts of common expenses for the units in the amount of \$684.41 were NOT received for the period of 01 August 2018 through 31 August 2018.

These above amounts include the amount of any increase since the date of the budget of the Corporation for the current fiscal year as described in paragraph 10. An update of the account should be requested prior to the closing date.

7. The Corporation has the amount of \$0.00 in prepaid Common Expense/Condominium Fees for this unit.



8. There are no amounts that the *Condominium Act, 1998* requires to be added to the common expenses payable for the unit, except: for any increase in common expenses the budget may require.

## **BUDGET**

9. The budget of the Corporation for the current fiscal year is accurate and may result in a surplus or deficit of \$0.
10. The budget commenced 01 October 2017. An increase to the monthly condominium fees was included in the budget. Since the date of the budget of the Corporation for the current fiscal year, the common expenses for the unit have not been further increased.
11. Since the date of the budget of the Corporation for the current fiscal year, the Board has not levied any assessments against the unit to increase the contribution to the reserve fund, or the Corporation's operating fund or for any other purpose.
12. The Corporation has no knowledge of any circumstance that may result in an increase of common expenses for the unit, except for any increase in the new fiscal year as per an approved budget and as the reserve fund plan may require, and as any changes in the new Condominium Act may require when enacted, and except:

The *Protecting Condominium Owners Act, 2015*, will bring some important changes to condominium law and administration in Ontario, including changes to the Condominium Act, as well as mandatory licensing for condominium property managers. As a result, condominium management fees are expected to increase. Also, condominium corporations will be required to make payments towards the new Condominium Authority of Ontario. The Corporation might also experience increased Legal Costs (for review of and/or amendments to the Corporation's governing documents and for added guidance and assistance in relation to the new legislation). These matters are expected to result in an increase in the common expenses, and the increase is currently estimated at between \$5.00 and \$10.00 per unit per month. These changes are expected to come into force in phases, from 2017 – 2019.

## **RESERVE FUND**

13. The Corporation's reserve fund amounts to \$360,258 (un-audited) as of 30 June 2018.
14. The most recent reserve fund study conducted by the Board was a Comprehensive Reserve Fund Study, dated February 2017 and prepared by exp Services Inc.
15. The balance of the reserve fund at the beginning of the current fiscal year was \$204,754 (audited). In accordance with the budget of the Corporation for the current fiscal year, the annual contribution to be made to the reserve fund in the current fiscal year is \$207,000 and the anticipated expenditures to be made from the reserve fund in the current fiscal year amount to \$5,100. The Board anticipates that the reserve fund will be adequate in the current fiscal year for the expected costs of major repair and replacement of the common elements and assets of the Corporation.
16. The Board has sent to all owners a notice containing a summary of the reserve fund study, a summary of the proposed plan (Form 15) for future funding of the reserve fund and a statement indicating the areas, if any, in which the proposed plan differs from the study.

17. There are no plans to increase the reserve fund under a plan proposed by the Board under subsection 94 (8) of the *Condominium Act, 1998* for the future funding of the reserve fund.

### **LEGAL PROCEEDINGS, CLAIMS**

18. There are no outstanding judgments against the Corporation.
19. The Corporation is not party to any proceeding before a court of law, an arbitrator or an administrative tribunal.
20. The Corporation has not received a notice of or made an application under section 109 of the *Condominium Act, 1998* to the Superior Court of Justice for an order to amend the Declaration and description, where the court has not made the order.
21. The Corporation has no outstanding claim for payment out of the guarantee fund under the *Ontario New Home Warranties Plan Act*.
22. There is currently no order of the Superior Court of Justice in effect appointing an inspector under section 130 of the *Condominium Act, 1998* or an administrator under section 131 of the *Condominium Act, 1998*.

### **AGREEMENT WITH OWNERS RELATING TO CHANGES OF THE COMMON ELEMENTS**

23. The unit is not subject to one or more agreement(s) under clause 98 (1)(b) of the *Condominium Act, 1998* or section 24.6 of Ontario Regulation 48/01 (General) made under the *Condominium Act, 1998* relating to additions, alterations or improvements made to the common elements by the unit owner. To the best of the Corporation's information, knowledge and belief, the agreements have been complied with by the parties.

- a) No modification agreements currently on file.

The following modifications have been made by the unit owner(s) or previous unit owner(s) without the prior written approval of the Board of Directors:

- a) No modifications currently on file.

[Note: this is simply a list of the modifications known to the Corporation. Other modifications, not known to the Corporation, may have been made without approval of the Corporation and accordingly may not be lawful].

Except as otherwise indicated in an agreement or in the By-Laws or Rules of the Corporation, the owner of the unit, from time to time, is entirely responsible for all modifications made to the common elements by the Owner(s) or by a previous Owner(s) of the unit. Accordingly, any future unit Owner(s) is also responsible for the modifications made and is also responsible for all maintenance, repairs and insurance related to such modification and must fully and completely indemnify and save harmless the Corporation from any claims, expenses or losses related in any way to the modifications. Without limiting the generality of the foregoing, the Owner shall be responsible for all costs and expenses incurred in order to remove the modification to afford the Corporation access to any portion of the property (for the purposes of carrying out repair or maintenance, or for any other reason) as well as reinstatement of the modification (if desired), and the Corporation shall have no obligation for any damage which may be caused to the modification as a result of any such required access. Any modification or

upgrade to common elements must have prior written approval from the Board of Directors. If an owner sells his or her unit, the owner shall, upon request from the purchaser, provide to the purchaser a written list of all modifications made to the common elements by the owner or by a previous owner of the unit.

When a unit is sold, it is the responsibility of the purchaser to determine what modifications have been made to the common elements by the vendor or by a previous owner of the unit.

## **LEASING OF UNITS**

24. The Corporation has NOT received notice under section 83 of the *Condominium Act, 1998* during the fiscal year preceding the date of this status certificate. The Corporation's understanding is 22 units in the condominium are owned by non-resident owners as of the most recent periodic information certificate dated 02 March 2018 but notice under section 83 has not yet been received respecting all of those leased units.

## **SUBSTANTIAL CHANGES TO THE COMMON ELEMENTS, ASSETS OR SERVICES**

25. There are no additions, alterations or improvements to the common elements, changes in the assets of the Corporation or changes in the service of the Corporation that are substantial and that the Board has proposed but has not implemented, and there are no proposed installations of an electric vehicle charging system to be carried out in accordance with subsection 24.3 (5) of Ontario Regulation 48/01 (General) made under the *Condominium Act, 1998*.

The corporation is currently seeking major repairs to be carried out on the pool by Claridge, under warranty, however no decisions have been made at this time.

## **INSURANCE**

26. The Corporation has secured all policies of insurance that are required under the *Condominium Act, 1998*.

## **PHASED CONDOMINIUM CORPORATIONS**

27. N/A

28. N/A

## **VACANT LAND CONDOMINIUM CORPORATIONS**

29. N/A

## **LEASEHOLD CONDOMINIUM CORPORATIONS**

30. N/A

31. N/A

32. N/A

## ATTACHMENTS

33. The following documents are attached to this status certificate and form part of it:

- a) a copy of the current Declaration for the Corporation;
- b) a copy of the By-Laws for the Corporation;
- c) a list of all current agreements between the Corporation and the owner of the unit: if applicable, see paragraph 23; a copy of all agreements, if any, described in clause 98 (1) (b) of the *Condominium Act, 1998* or section 24.6 of Ontario Regulation 48/01 (General) made under the *Condominium Act, 1998* that bind the unit; or current agreements mentioned in section 111, 112 or 113 of the *Condominium Act, 1998* and all current agreements between the Corporation and another corporation;
- d) a copy of the Rules and Regulations;
- e) a copy of the last audited financial statements and auditor's report;
- f) a copy of the budget for the current fiscal year;
- g) a certificate or memorandum of insurance for the Corporation; and
- h) a copy of the most recent Form 15.

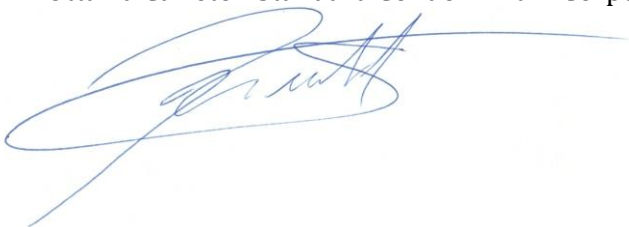
## RIGHTS OF PERSON REQUESTING CERTIFICATE

34. The person(s) requesting this certificate has the following rights under subsections 76 (7) and (8) of the *Condominium Act, 1998* with respect to the agreements listed in subparagraph 33 (c) above:

1. Upon receiving a written request and reasonable notice, the Corporation shall permit a person who has requested a status certificate and paid the fee charged by the Corporation for the certificate, or an agent of the person duly authorized in writing, to examine the agreements as per subparagraph 33 (c) at a reasonable time and at a reasonable location.
2. The Corporation shall, within a reasonable time, provide copies of the agreements to a person examining them, if the person so requests and pays a reasonable fee to compensate the Corporation for the labour and copying charges.

Dated at Ottawa this day of 02 August 2018

Ottawa Carleton Standard Condominium Corporation No. 976



Michael Barnett, Property Manager  
Capital Integral Property Management  
"As Agents for OCSCC 976"

*\*The information provided in this Status Certificate is as accurate as the information made available at the time of preparation of this document. The party that orders the certificate is allowed to use the information and is with whom we have a liability relationship with regards to the information, exclusively.*